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File No. R 179 part B

R.T. & W.S.C. DEPARTMENT
BRANCH
(now D'bor)

Subject:— Delegation of powers to the officers under the Rehabilitation Act

previous papers in File No. R 179 have

B

(H)

R.T.

File No.

Ltd. Scott. Slip. 84 A

No. R/Accts/Estt/
Directorate of Rehabilitation,
Government of Bombay,
Bombay-1, 25th September 1950.

The Joint Secretary to the Government of Bombay,
Rehabilitation Department,
BOMBAY.

Controlling and countersigning authority in respect of Relief Camps, small Scale Industry & Vocational Training Centre Kalyan, etc., & Women's Section

The Accountant General, Bombay has as ed this office to forard all detailed bills in support of money drawn on abstract ontingent bills duly coun ersigned as Controlling authority t is presumed that Government has dechared the Director of ehab ehabilitation as Head of the Department m for all purposes in he Rehabilitation Organisation in the Bombay State, as per Government Resolution Rehabili ati on Department No.R.179 dated 19th December 1949.

Please also let me know whether the Director of Rehabilitati is also the Head of the Department in respect of (1) The Small Scale Industry and Vocational Training Centre Kalyan and others and (2) Women's Section. A copy of Government orders if alread issued may also be please be supplied to this office for reference. and record.

Sd/-

For Accounts Officer
Director of Rehabilitation,
Government of Bombay.

DIRECTORATE OF REHABILITATION.

Returned with compliments.

2. The instructions contained in the Government Resolution dated the 5th April 1950 are being correctly followed. The Mamlatdar is required to sign contigent bills as drawing officer and the D.R. to countersign them as required by the amended para 1 of Admn. Circular No. 5 attached to Government Resolution No. R. 179 dated the 10th December 1948. In the case of Mulend and Akbar, the Mamlatdar desires to absolve himself of the responsibility of scrutinising claims which are siged by him as drawing Officer. The Collector has referred the matter to Government apparently under the impression that the bills are signed by the D.R. and forwar to the Mamlatdar for countersignature which is not correct

3. This procedure is being followed in accordance with exi ting orders. However, since contigent charges are drawn on fully vouched bills no countersignature of D.R. seems necessary.

4. The question of authorising the Collector to counterci bills ad also of empowering an Officer working at his Head Quarters (under Him) to sign as drawing Officer, in respec of those Camps in whose case contigent bills are presented Thana may perhaps be considered to avoid the extra expendi and delay involved in having them presented at three diffe places.

Id/-
u.o.r. tothe R.H.D. No. 01181 dt. 27/9/50.

The suggestion made in para 3 of the D. of R.'s no overleaf seems reasonable. The Collector of Thana may however see u.o. for very urgent rearks on thepoints indi. cated by the D. of R.

Id/-
u.o.r. to the Collector of Thana.
dt. 17/9/50.

Collector's Office,
Thana, October 1950.

Resubmitted.

The position of this District as compared to other Districts vis-a-vi Camp Administration is quite different as the entire administrative control of the Camps in this District except Law and Order vests in the Director of Rehabilitation. The work in connection with the grant of loans to the displaced persons in the Camps has also been transferred to him. As the internal administration i.e. postings, transfers, promotions of staff, sanctioning expenditure on different items etc., is being done by him, it does not appear reasonable that the Mamlatdars who know nothing of such orders, and who do not exercise any scrutiny over the expenditure actually incurred and further who have no staff to do this work, should be asked to countersign the bills because such countersignature will be meaningless in-as-much-as it will burden with responsibility without corresponding effective control and thus the very purpose could be defeated. If the idea underlying the orders is that the bills should be countersigned before payment which presupposes that they should be scrutinised properly then the proper authority to do this job would be the Directorate. It is therefore requested that the Mamlatdars may not be entrusted with this work.

Sd/-
Collector, Thana.

U.O.T. EMG - 1108
Thana, dt. 24/10/1950.

To,

The Assistant Secretary to the

Govt. of Bombay,

Rehabilitation Department

HD
D

The Accompanying draft letter may issue.

Id/-

No. R/A/381
Directorate of Rehabilitation,
Government of Bombay,
Queen's Barracks, 30th June 1949.
2nd July

The Deputy Secretary to the Government of Bombay,
Rehabilitation Department.
BOMBAY

SUBJECT:- DELEGATION OF POWERS.
TO ADMINISTRATOR KALYAN.

Sir,

I am to refer to Government Resolution Rehabilitation Deptt. No.R. 179 dated 10th December 1948 and to state that the Administrator Kalyan has been delegated no higher powers than other Camp Commandants notwithstanding the fact that Kalyan is the biggest camp in the ~~Ex~~ Presidency having a population of about 90000 displaced persons, and further that the Administrator ~~Magistrate~~ Kalyan has been appointed as an addittional District Magistrate. I am therefore to enclose copies of Administrator Kalyan's letters Nos. A/28/113 dated the 19th February 1949 and 3rd March 1949
A 28/148 dated the 20th May 1949 under which the Administrator Kalyan has rep esented for delegation of additional Powers.

My observations on the Proposals are as follows.

(i) With regard to the Administrator 'Kalyan''s proposal to give him the powers referred to in the para 2 (ii) of the Govt Resolution Rehabilitation Department ~~x~~ No. R 179 dated 10th Dec. 1948, it may be stated that the camp being directly under Directo of Rehabilitation, It does not seem necessary to deleg-te to the Administrator the powers to make appointments to posts carrying monthly pay not exceeding Rs. 150/-. He can easily approach this office in such cases.

(2) The Administrator Kalyan may be ~~empowe~~ delegated powers to take disciplinary action in urgent cases against subordinates whos pay does not exceed Rs. 150/- a report being made to me immediatel

(3) It does not seem necessary to delegate to the Administrator Kalyanpo powers referred to in Administration Circular No. 4 an para 3(1) of the Government Resolution 179 dated 10th Dec. 1948.

(4) For the reasons mentioned in para 4) above, it does not seem necessary to delegate to the Administrator Kalyan powers to create temporary posts for a period not exceeding 3 months-

(5) The population of every sub Camp under Administrator Kalyan Camp is approximately 20,000 and as such each sub camp falls unde category A of the Classiffication of camps. However no scale has been presented in the annexure to the Admn. Circular No. 1 for the authorised equipment for this camp under category 'A' Necessary orders may therefore be issued.

As regards Administrator Kalyan's proposals for authorised equipment, it may be pointed out that the proposals seem to be excessive. The following remarks are offered.

1. Transport and Bicycles.

5 trucks for 5 camps are necessary. 2 Additional trucks may be sanctioned for the Administrator's office. It is not necessary to have more trucks for movement of supplies as Government have now reduced the supplies to Rice and Atta only and cash payment is being made in liew of other item. The Administrator can use one of the trucks alotted to him for propaganda purpose. This it will be found that 7 trucks would be sufficient. if judiciously used.

Bicycles.

5 bicycles, (one for each camp) ~~Exxx~~ for the five camps and 2 for the Administrator(Office are recommended.

(ii) Type writing machines.

5 five typewriting machines, onefor each camp and 2 for the Administrator's office only are recommended.

(iii) The Administrator's Office may obtain stationery from the Superintendent Government Printing and Stationery Bombay. No cash allottment seems necessary. If any ~~xx~~ emergent purchase is found necessary it may be purchased from the Imprest which should be recouped immediately.

(iv) The Administrator has asked for a grant of Rs. 15000/- per quarte for contigency. Provisions for this exists in the Annual budget and the

OFFICE OF THE ADMINISTRATOR
REFUGEE CAMPS KALYAN.
NO. A/28/113 D/- 10.2.1949
3.3.

The Director of Relief and Rehabilitation,
Government of Bombay,
Queen's Barracks, Bombay.

Subject: Delegation of powers for suspension, discharge and appointments of superior establishments and powers for local purchases etc.

Reference:- G.R. No. R - 179, dated 10.12.1948.

According to the para 2 of the above quoted G.R., powers of suspension, discharge and appointments of all clerks carrying pay upto Rs. 150/- are vested in the Collector of the District and the powers for making appointments to the posts the starting pay of which does not exceed Rs. 250/- are vested in the Director of Relief and Rehabilitation, Government of Bombay. The Administrator has been authorised to make appointments of Class IV employees only.

Kalyan Camp is directly under the control of Director of Relief Rehabilitation, Government of Bombay and as such the Competent Authority to make appointments etc. of superior establishments would be the Director of Relief and Rehabilitation, under rules. This would necessitate prior approval of the Director of Relief and Rehabilitation for every appointment, discharge or suspension which is required to be effected immediately on the spot in the interest of efficient administration. This would cause avoidable delay in cases in which immediate action is required. This camp is a very big camp with population nearing one lac and the conditions obtaining in this camp cannot be compared with the conditions prevalent in the other camps where the population does not even exceed 10,000. The problems and difficulties required to be handled for efficient administration are numerous and complicated. Delay in measures required to be undertaken for promoting efficient administration would adversely effect the organisation of the camp and it is, therefore, essential that wider powers than those vested to other Camp Commandants and Administrators should be delegated to me.

I, therefore submit the following proposals for delegation of powers to me, which may please be approved.

1. G.R.No.R-179 dated 10.12.48 para 2 (ii):-
Powers to make appointments to posts, the starting salary of which does not exceed Rs. 150/-

2. Powers for disciplinary action for suspension and discharge of employees drawing salary not exceeding Rs. 150/- per month.

3. Power to incur expenditure on contigencies for expenditure mentioned in annexure 2 to Administrative Circular No. 4, and para 3 (i) of the G.R.?

4. Powers mentioned in para 7 of the G.R. for creating temporary posts not exceeding 3 months.

5. Classification of the Camps and the Equipt.

Category of this Camp has not been specified in the Administrative Circular No. 1 to the G.R. The authorised equipment from category "B" to "F" have been laid down in the Annexure to the Administration Circular No. 1 The authorised equipment for the Camp for the Category A (Camp with more than 20,000 refugees) has not been laid down. This Camp comprises of five Sub camps and the latest camp-wise population as on 31.1.49 is as follows.

Camp	No. 1	17,243
"	" 2	17,887
"	" 3	25,011
"	" 4	18,636
"	" 5	18,387
Total		97,164

It is therefore, essential that authorised equipment for this Camp should be specially sanctioned and the following are submitted for approval.

(i) Transport: 20 trucks and 5 cars are essential for this camp. The distribution will be as under; Of course the minimum number of vehicles withinthis limit will be engaged. 5 trucks for 5 camps for loading and unloading food stuffs etc. from godowns.
10 tricks to be permanently allotted to James Bidding for loading of food grains etc., wagons,
2. Trucks for bringing Milk from Milk Commissioners and Kalyan City.
1 Truck for movement of furniture and refugees.
1 Truck for propaganda work.
1 Truck for emergency use.
20 Total.

Bicycles: In all 13 cycles are required for this ca camp.

(ii) Typewriters:- 10 Typewriters is the least No. required for smooth running of the Administration. The Camp Offices are spread an area of 12 Sq. Miles and each sub-Camp office should have one typewriter. In addition 5 typewriters will be required for Main Office including Rationing and Rehabilitation Branches

(iii) Money allottment for Stationery:- Rs. 4000/- per quarter are necessary.

(iv) Allotment for contigency:- [illegible] may be sanctioned for the purpose.

(v) Supplies:- In case of emergency the powers as for purchasing locally the following articles, may be ~~xxx~~ delegated, to the Administrator.

Dal, Gram, Vanaspati Ghee, Soap, Sugar, Match Boxes and Tinned Milk.

In case of exceptional local purchases of articles other than vegetables, fuel and milk referred to in the para 12 of Administration Circular No. 3 the powers locally treasury should be delegated to me. If the recoupment is to be made by the Director's Office as required under para 2 and para 12 of Administration Circular No. 3, the recoupment will take avoidable delay in sending the vouchers from this office to D.R.R office and for receiving the payment thereof from the D.R.R. The Imprest ~~xx~~ of the camp in the meanwhile will be depleted considerable and it would not be possible to meet expenditure on other ~~xxx~~ items. Intimation of such purchases made, will however be sent to the Director of Relief and Rehabilitation.

Administrative Circular No. 4:- Para 9:- The powers

The powers of incurring the expenditure on the items mentioned [illegible] para and recouping the expenditure from the treasury may please be delegated for the reasons stated in the above Para.

In addition to the above I find that daily wages clerks are required to be employed to cope with emergent and urgent work in the registration office, Taking the census etc. The Employment will be restricted to the minimum requirement and an intimation showing the total expenditure incurred during the month will be sent to you at the end of each month for sanction. I should, therefore, be delegated power to engage such temporary hands on daily wages as and when necessary.

Employment of Electricians, Plumbers, Carpenters, and Painters:-

The position about the maintenance of electrical installatio in camps, Water arrangements, Sanitary arrangements etc. is not satis factory. The grievances of the refugees in this respect are not bein promptly redressed by the respective departments and I am find it imperative in the interest of administration to attend to these complai direct thus obviating the avoidable delay that would be caused if the complaints are entrusted to the respective departments viz; H.E.S., P.W.D. and Water Works Division, the latter two of which, incidentally have not yet started functioning in full swing. I have, therefore, to undertake occasionally alterations to barracks, construction of roads, put up partitions etc. and accordingly I have employed the following staff for this purpose.

1. Electricians	6 Nos.	@ Rs. 4-8-0	per day.
2 Painters	2 "	" " 4-0-0	" "
3. Carpenters	1 "	" " "	" "
4 Painters	1 "	" " "	" "

The Sanction for the above employment of staff and the expenditure incurred therein may please be sanctioned and I may be allo -wed to continue the employment of this staff till it is necessary. Th position will be periodically reviewed and the decrease or increase as the case may be in the staff will be made and the necessary intimation will be sent to Director of Relief and Rehabilitation.

The contigencies allotment proposed under contigencies viz. Rs. 15,000 per quarter, is exclusive of the above expenditure.

Furniture. The Camp, when it was occupied by the refugees contained furniture stored in various barracks and sheds. The handing over so far as furniture is concerned is not finalised as yet. It becomes imperative, therefore, to shift this furniture from one place to another to accommodate refugees, or vacate certain barracks for Government use. The furniture lying in the various sheds ha gotto be guarded and Chowkidars have been appointed for this purpose. As this expenditure is not debitable tothe contigencies of the camp, sanction may please be accorded for incurring expenditure on this accou The expenditure incurred on guarding furniture in the various Camps is Rs. 1000/- per per month recurring until the furniture is finally disposed of. It is proposed to centralise all this furniture in one place which would entail further expenditure but effect a reduction in the recurring expenditure on guarding at various places.

Shifting of refugees etc. In the interest of Admn. I have sometimes to resort to shift refugees from one barrack to another. This entails incurring of expenditure for shifting their luggage etc. Powers to incur expenditure on the above item may please, therefore b delegated to me.

It is therefore requested that orders may kindly be passe at an early date. In the meantime it is presumed that I

that I can act upon the proposals I have made in the interest of efficient administration. As already stated that I have action either in the force of incurring expenditure or making appointments etc. I, therefore, request that the action taken by me may be confirmed and presume till definite orders are received from you I am authorised to act on proposals made above The action so far taken by me may kindly be regularised by according approval and further instructions on all the points be issued for guidance.

ADMINISTRATOR.

MS. 28/4.

STATEMENT SHOWING PROPOSALS MADE BY THE ADMINISTRATORS, KALYAN RELIEF CAMPS FOR DELEGATION OF POWERS.

Proposals of the Administrator.	Recommendation of the Director.	R.H.D. proposals.
(i) The Administrator may be allowed to make appointments to posts, the starting salary of which does not exceed Rs. 150/- p.m.	Not recommended by the Dir. of Rehbn.	The Administrator may be delegated powers to make appointments to posts the starting pay of which does not exceed Rs. 75/-.
(ii) Power to take disciplinary action for suspension and discharge of employees drawing salary not exceeding Rs. 150/- p.m.	The D. of R. recommends that the Administrator may be delegated powers to take disciplinary action against subordinate whose pay does not exceed Rs.150/-. p.m. a report being made to the D. of R. immediately.	We may accept the D.of R.'s recommendations subject to the remark that if the above proposal is acceopted the Administrator will have the power to take disciplinary action against the staff.
(iii) Powers to incur expenditure on contigencies for expenditure mentioned in annexture 2 to Administrator's Circular No.4 & those in para.3(i) of G.R.,R.179, dt.10.12.48. In other words the Admn. Kalyan, desires that same powers as those delegated to the D.OF R. should be delegated to him	Not recommended by the Dir. of Rehbn.	We may agree with the Director of Rehabilitation
(iv) Power to create temporary posts for a period of three months referred to in para.7 of G.R.,R.H.D.,NO.R.179, dt. 10.12.1948.	Not recommended by the Dir. of Rehbn.	We may agree with the D. of R.
v) Equipment as follows should be sanctioned for the Kalyan Camp. 20 trucks 5 cars 13 Bycycles. 10 typewriters.	7 trucks 7 bycycles. 7 typewriters.	we may accept the D. of R.'s proposal
vi) Money for allotment for stationery ... Rs.4,000/- per quarter.	The D. of R. recommends that the stationery may be obtained from the supdt., G.P.& St.. No. money allotment is necessary.	We may agree with the D.of R.

vii) Allotment for contigencies Rs.15,000/- per quarter.	No need to issue any specific orders in view of budget provision in the current year's budg--	We may request the D. of R. to suggest suitable monetary limits for expedre. during each quarter.
viii) Powers of local purchase of perishable articles such as Dal Gram, Vamaspati Ghee.	Does not now arise in view of the new System.	
ixi) Powers to incur exceptional ocal purchases, intial expre. on onstruction,etc.referred to in para 9 f Admn. Circular No. 4.	--do--	Does not arise now.
x) Power to engage staff on daily wages.	Not recommended.	We may agree with the D. of R.
xi) Power to emply 6 electricians,2 plumbers arpenters and 1 painter on daily wages at the rates specified by the Admn.	recommended by the D. of R. for the period upto 30-6-1949;	We may accept the D.of R.'s recommendation subject to the condition that a report is sent to the D. of R.immediately and a statement of expr. for each quarter together with detailed reasons for which the staff was engaged is submitted to Govt. to accord formal sanction.
xii) Expenditure of Rs.1,000/-p.m. incurred on guarding of furniture in the Kalyan Camp to be regularised and the Admn, to be allowed to incur such expdre. henceforth also.	Recommended by the D.of R.	The D.of R. may be requested to clarify the points raised in para 10 of the o/m.
xiii) Power to incur expre. on shifting of displaced persons from one barrack to another barrack.	The Admn. may be allowed to incur an expre. of Rs.10/- on each occasio	We may accept the D. of R.'s recommendations subject to the condition that a report is sent to the D. of R. immediately and that a consolidated statement of expre.incurred in a quarter with detailed reasons for according formal sanction.

DIRECTORATE OF REHABILITATION

Returned with compliments.

3. This directorate has to make the following observations on such of the paras of the foregoing R.H.D. note as require comments.

para 2. The proposal made by R.H.D. to delegate to the Administrator, powers to make appointent to posts, the starting salary of which does not exceed Rs. 75/- is accepted.

The proposal made in para 2 (i) of this office letter No. R/A/381 dt. the 2nd July, 49, did imply that the Administrator would have powers to make appointments to class IV posts as other C.C.s.

Para 6. (Concluding Lines) The Administrator's proposal for trucks, bicycles and typewriters have been brought down in this Directorate to the irreducible minimum viz: 7 trucks, 7 bicycles, and 7 typewriters for all the 5 camps. The conversion of the camp into a colony for non-destitutes is still to take place and a clearer picture of things after the conversion is yet to emerge. Pending this, it is desirable that above No. of trucks, bicycles, and typewriters be sanctioned. If and when necessity arises, of a further reduction in no. this directorate would take prompt action in the matter.

Para 7 The quarterly contigent grant may be fixed at Rs. 5000/- pending a review of the situation to be taken a couple months after the conversion.

Para 10. The furniture at Kalyan was taken over from the UNRRA and such of it as was not made over to the d.ps. and other camps and institutions had to be guarded. In view of a final decision regarding this, having been reached vide this office letter No. RR/81/PP dated the 7th May 1949, a copy of which was endorsed to the R.H.D., the question of guarding this furniture by staff under the Refugee organisation does not

arise but those guarding arrangements will have to be conti-

nued until the . .D. takes charge or the furniture does the needful

through the its own organisation./

Id/-

n.o.r. to the H.H.D. dt./0/0/40. n.o.r. No. 02743.

Submitted with reference to o.n. dt. 20/8/40.

2. Item (i) in the statement on page 10 ante

The D. of R. agrees to the proposal made by the Deptt.

3. Item V in the statement in para 10 ante

In view of the Director of Rehabilitation foregoing remarks.

The purpose may stand.

4. Item VIII The D. of R.'s proposal may be agreed to.

5. Item XII In view of circumstances stated by the D. of R. there

seems no alternative but to accept the D. of R.'s proposal. But as the

recurring expenditure is a very large, it is necessary to ask the

D. of R. to request the P.W.D. to take it over with the least possible

delay xxx which involves unnecessary expenditure to this Deptt. The

letter overleaf may issue and all papers may therefore be referred

tothe F.D. for concurrence.

Id/-

Resubmitted

These papers may be referred n.o. to the F.D. as proposal above

Id/-

Finance Department. PWR II.

Submitted with reference to this Department note dated 18/10/4

2. Please see the RHD note dated 28.10.49 and D. of R.'s remarks dt. 21/22/49.

3. The questionn of fixing the contigent grant for the Kalyan Camp will be decided later on, when the necessary information is supplied by the D. of R. As regards the addl.equipment, nothing is required in view of the changed circumstances.

4. R.H.D. intends to issue orders on other points. That Dept has agreed to all the remarks in our note of 18/10/49 except at (i) (and (ii) which is dependent on (i)) viz. delegation of powers to the Administrator regarding appointments to the posts, the startingpay of which does not exceed Rs. 75/-.

5. The reasons given in para. 2 of R.H.D.'s note do not make out a convicing case. It is informally ascertained fromR.H.D. that there is a separate sub-division under P.W.D. which looks after water supply, roads repair to buildings etc. of the camp. Similarly, there is separate staff to look afterthe medical and sanitation arrangements of the Camp- Moreover, the supply of free rations to the displaced persons has to a great extent been discontinued. If so, there would be only little staff, required for the office, under the Administrator. Hence there does not seem any necessity to equip the Administrator with the proposed power. The fact that the Kalyan Camp is the biggest one in the Province does not necessitate the empowering of the Admn. with the proposed power, especially in view of the separate arrangements, stated above In spite of this, even if there is any emergency, orders of the D. of R. who is far off from Kalyan Camp) can be taken in the matter without any detriment to the efficiency. (It may be noted that this power regarding the appointments to the post, the starting pay of which does not exceed Rs. 250/- has been delegated to t the Director of Rehabilitation under G.R., R. & R.D. No. -

dated 10/12/48.

Though the Director of Land Records has been delegated powers appoint Nimtandars, upto Rs. 90/- Head Surveyors upto Rs. 125/- and H Measurer, upto Rs. 60/- it seems necessary to equip the Administrato Kalyan Camp with the proposed power, specially in view of the reasons given in para. 5 of the office note above.

Similarly, though the power to appoint candidates and substit -tutes in case of clerks etc. has been given to Director, School of Art, it is submitted that the status of the Director's post is much higher than that of Administrator and hence, it cannot be on a Comparable basis.

It is therefore suggested to negative the R.H.D. proposal to empower the Administrator Kalyan Camp to make appointments to the posts, the starting pay of which does not exceed Rs. 75/- p.m.

8. If the above suggestion is approved, there does not arise any necessity to grant powers to take disciplinary action.

9. If approved, R.H.D. may be informed accordingly.

Id/-

What are the posts of starting pays less than Rs. 75/- p.m. appointments to which are proposed to be made by the Administrator, Kalyan Camp ?

Id/

Resubmitted with ref. to the query made by A.S.(F. & R.)

There is a proposal regarding to the reorganisation of staff at Kalyan Camp under consideration. Accordingly, the following would be the posts of starting pays less than Rs. 75/- p.m. viz. clerks peons.

Id/-

Please see D.S.(F. & R.)'s marginal note dt. 19/10/49, at p. 26 ante.

Id/-

The power to make appointments to posts the starting pay of which does not exceed Rs. 250/-, has already been delegated to the Director of Rehabilitation under para 2(iii) of G.R., R.H.D.No. R. 179, dated 10/12/48 There appears no need to delegate similar pow the Administrator, Kalyan Camp, in respect of posts

the starting pay of which does not exceed Rs. 75/-. The power to take disciplinary action against such staff may not be delegated to the Administrator. The Administrators or Comm Commandants have already been authorised to take disciplinary action in the case of class V IV employees vide para 2 of the G.R. of 10/12/48. No further delegation of power need be made now.

Id/-

q.o.r. to H/H.D. dt. 1.2.50.

submitted with reference to the office note dt. 30/12/49.

The proposal made in the office note dt. 27/10/49, todelegate powers to the Administrator to make appointments to the posts, the starting pay of which does not exceed Rs. 75/- has not been agreed to by the F.D. The D. of R. may see no for remarks if any.

The D. of R. has furnished the figures of contingent expenditure incurred during the month of August, September and October 1949 as desired by the [illegible] office note dt. 18/10/49. It appears from the figures of contigent expenditure that the quarterly contigent grant of Rs. 5000/- as proposed by the D. of R. in his note dt. the 8/9/49 will be inddequate. The quarterly contigent grant of Rs. 8000/- seems reasonable and may be sanctioned. Before the papers are referred to the F.D. the D. of R. may see us for his remarks.

Id/-

U.O.R. to the D. OF R. no. R. 179/3349-D. dt. the 3.2.50.

Directorate of Rehabilitation

R.w.c.

2. Much time has elapsed since the proposals regarding delegation of powers to the Administrator as set out in these papers, were made. As regards the particular proposal about appointments to posts, the starting pay of which does not exceed Rs.75/- p.m., this directorate would not press for its acceptance at this stage in view of the changed circumstances.

3. As regards contigent ~~gr~~ grant, this Directorate has no objection to such grant being fixed at Rs. 8000/- per quarter. The figure of Rs. 5000/- was calculated on the basis of F.D.'s statement at X on p. 26 to the effect that the "the contigent grant was usually fixed on the basis of half the average

monthly contigent expenditure" andhalf of Rs. 9251/- was roughly taken as Rs. 5000/-.

Id/-

U.O.R. to the R.H.D. dt. 11/2/50. No. 0174.

Rehabilitation Department

'D'

Submitted with ref. to the office note dated the 3-2-50.

In view of the 'A' above, the quarterly contigent grant may be fixed at Rs. 6000/- as already proposed by the D. of R. in his note dated the 8/9/49.

The F.D. may see no for concurrence.

Id/-

u.o.r. to the F.D. No. R. 179 dated the 16/2/50.

Submitted with reference to para 3(VII) of this Deptt. note dt. 18/10/49 on page 26 ante.

The details of the monthly contigent expenditure have been given by the D. OF R. on p.41 ante. The proposal to fix the contigent grant of Rs. 6000/- may be agreed to.

Id/-

U.O.R. to R.H.D. dt. 23/2/50.

REHABILITATION DEPARTMENT.

'D'

Submitted with reference ... dt. 14/2/50.

The F.D. having agreed to the proposal the accompanying draft ord may now issue.

Id/-

Returned with compliments.

2. The Administrator Ulhasnagar Township was not delegated any special powers as regards engegements of trucks. The scales ~~x~~ for engegement of trucks etc. were laid down under Government Resolution, Rehabilitation Department No. R. 179 dated the 10th December 1948 and in thelight of categories of camps at Ulhasnagar could be classed as 'B' Relief Camps. The above Government Resolution laid down that two truc's co could be engaged in a 'B' class Relief Camp. It is, therefore, clear that the Administrator was authorised to engage 10 trucks for the 5 camps under his chage. He exceed this limi t when he engaged 12 trucks from the 9th May 1949 to the 9th October 1949 and for the rest of the period he was w well within it. No spefic reasons for exceeding the limit can be given but what follows will go to show that the acti of the Administrator though ~~x~~ not in the keeping with the sanctioned scale, was because of extraordinary circumstance then existing.

(a) in the early months of 1949 the Camps were not organised on sound lines and this ~~x~~ left the Administrator no opportunity to gauge the exact requirements in regard to transport etc.,

(b) work in those days was ~~x~~ of an emergent nature and the officers had little time to look to rules and limits and t observance thereof.

(c) the displaced persons were reactive and wanted thi nge to be done post-haste and if anything contrary to thei wishes happened interested parties were there to exploit situation.

(d) the population at Ulhasnagar in those days was for t most part in receipt of free rations and it was obligato

on the part of the administration to keep sufficient stocks of grain etc. for transporting which from one place to another and from the railway station to the ~~x~~ godowns etc. an adequate number of trucks was quite essential.

(f) in the interests of administration some of the families needed to be ~~shifted~~ shifted from one camp to another etc. and this naturally increased the total transport requirements of Ulhasnagar.

Id/-

u.o.r. to the R.H.D. No. 0494. dt. 30/5/51.

Delegation of powers, etc., to :—

GOVERNMENT OF BOMBAY.

RELIEF AND REHABILITATION DEPARTMENT.

Resolution No. R-179.

Bombay Castle, 10th December 1948.

RESOLUTION OF GOVERNMENT.

Consequent on the taking over by the Government of Bombay of the refugee camps in this Province, the question of delegation of financial and administrative powers to the Director of Relief and Rehabilitation and other officers in the executive organisation under the Relief and Rehabilitation Department has been under the consideration of Government for some time past. Government is now pleased to issue the following orders. A revised set of Administration Circulars in the light of the following orders is attached and these should be adopted in place of those issued by the Government of India :—

1. The Director of Relief and Rehabilitation should be declared as a Head of Department.

2. *Appointment to non-gazetted posts in the refugee organisation.*—(*i*) The Administrators or Camp Commandants as the case may be, should be delegated powers to appoint class IV employees in the Camps.

(*ii*) The Refugee Officer, Bombay, and the Collectors should be delegated the power to make appointments to posts the starting pay of which does not exceed Rs. 150.

(*iii*) The Director of Relief and Rehabilitation should be delegated the power to make appointments to posts the starting pay of which does not exceed Rs. 250.

As regards the delegation of powers referred to at (*ii*) above, in so far as disciplinary action is concerned, the Refugee Officer, Bombay, and Collectors are empowered to place under suspension an employee drawing a salary not exceeding Rs. 150 per month in urgent cases only. In all other cases of disciplinary action the power should be exercised by the Director of Relief and Rehabilitation. In the case of class IV employees, however, the Director is authorised to delegate the power of taking disciplinary action to Administrators or Camp Commandants, subject to the proviso that there should be a right of appeal to, and revision by, him in all such cases.

3. *Power to incur expenditure on contingencies.*—(*i*) The Director should be delegated the powers mentioned at Serial Nos. 2 and 3 in the Annexure 2 to the Administration Circular No. 4, subject to the conditions mentioned therein. As regards the powers at Serial No. 1 therein, the Director should be delegated the power to incur expenditure on purchase of office equipment, stationery, bicycles, furniture, etc., up to Rs. 500 only, subject to the proviso that he should report to Government the purchases made by him forthwith and provided further that the purchases are made through the Superintendent, Government Printing and Stationery or through an institution receiving Government grant. So far as power at Serial No. 4 is concerned, the Director of Relief and Rehabilitation should be delegated the power to accord administrative approval to expenditure on minor repairs, water supply and erection to temporary huts up to the limit of Rs. 20,000 or half the amount of imprest sanctioned for the camp, whichever is less, provided the works are carried out through the Public Works Department. In cases of emergency, however, where repairs, etc., are required immediately, if the execution of the work through the Public Works Department is likely to involve delay the work may be carried out by the Director through a private agency, provided the expenditure does not exceed Rs. 500. Such cases should, however, be reported to Government, a copy of the communication being forwarded to the Executive Engineer of the Division concerned.

(*ii*) The Administrators or Camp Commandants as the case may be should be delegated the powers mentioned in Annexure 1 to Administration Circular No. 4 attached to these orders subject to the conditions mentioned therein.

4. An imprest of Rupees one lakh should be placed at the disposal of the Director of Relief and Rehabilitation, in addition to the " Imprests " placed at the disposal of the Camp Commandants.

5. The "Imprests" placed at the disposal of the Camp Commandants so far, should form a part of the overall imprest of the Director, and he should be responsible for the recoupment of the same in due course. Separate orders placing a consolidated "Imprest" consisting of the imprest of the Director of Relief and Rehabilitation *plus* the imprests given to Camp Commandants will be issued later.

6. The following officers should be declared as disbursing officers, countersigning officers and controlling officers for purposes of contingencies :—

Administrators or Camp Commandants as the case may be...		Disbursing Officers.
The Refugee Officer, Bombay, and the Collectors	...	Countersigning Officers.
The Director of Relief and Rehabilitation ...	...	Controlling Officer.

7. The Director, Relief and Rehabilitation, should be delegated the powers to create temporary non-gazetted posts for a period not exceeding three months in anticipation of Government sanction, provided that the pay sanctioned to the persons appointed does not exceed the minimum pay prescribed from time to time by Government for the recruitment of Government servants according to their qualifications and location of posts and subject further to the condition that the maximum pay of the post does not exceed Rs. 100.

By order of the Governor of Bombay,

D. R. PINGE,
for Deputy Secretary to the Government of Bombay,
Relief and Rehabilitation Department.

G. R., No. R-179, R. R. D., dated the 10th December 1948.

To
All Divisional Commissioners,
All Collectors,
All Superintending Engineers,
The Public Health Engineer to Government,
The Electrical Engineer to Government,
All Executive Engineers,
The Director, Relief and Rehabilitation, Bombay,
The Refugee Officer, Bombay,
All Camp Commandants,
The Administrator, Refugee Camp, Kalyan,
The Regional Organiser, Nari Seva Sadan, Kurla,
The Accountant General, Bombay (through the Finance Department),
The Finance Department,
All other Departments of the Secretariat,
All other Heads of Departments under the Secretaria
The Secretary to the Hon'ble the Premier,
The Private Secretary to the Governor,
All Personal Assistants to Hon'ble the Ministers,
The Secretary to the Government of India, Ministry of Relief and Rehabilitation (by letter),
The Enquiry Officer, Bombay,
The Commissioner of Police, Bombay.

y forwarded for information and guidance to

RELIEF AND REHABILITATION DEPARTMENT.

ADMINISTRATION CIRCULAR NO. 1.

Subject:—Classification of Relief and Transit Camps and sanction to Staff and Equipment.

Types of Camps.

Camps for refugees are to be of distinct classes as follows:—

(*a*) Relief Camps—In these refugees are to be given free accommodation as well as free food and other help to those entitled under the rules from time to time in force.

(*b*) Urban Refugee Camps—Any buildings in or near large towns in which considerable facilities for absorption in the existing economy exist, will be used not as relief camps but as urban refugee camps. In these camps only accommodation, medical and educational facilities will be available to refugees. In all other respects, however, they will have to meet their own expenditure. Persons will be selected for admission to Urban Refugee Camps after due verification that they have the necessary means to support themselves. No person will be admitted to Urban Refugee Camps except on admission cards issued by Commandants of other camps or other Officers who have carried out the necessary check to see that the head of the family has sufficient means to maintain it and that there are good prospects of the head of the family being absorbed in the town in or near which the Urban Refugee Camp is situated.

(*c*) Transit Camps—These Camps will be established along routes of movements with a view to provide facilities for temporary halts necessitated by transhipment or detrainment. Transit Camps are meant to provide only temporary shelter pending onward movement which should normally take place within 48 hours to 72 hours of arrival. No person can stay in a Transit Camp beyond that period without a written authorization from the Camp Commandant for reasons stated in the authorization.

I. *Relief Camps.*

2. Relief Camps are divided into 6 categories as follows:—

(*i*) Category A.—Camps holding more than 20,000 refugees.
(*ii*) Category B.—Camps holding between 15,000 to 20,000.
(*iii*) Category C.—Between 10,000 to 15,000.
(*iv*) Category D.—Between 5,000 to 10,000.
(*v*) Category E.—Between 2,500 to 5,000.
(*vi*) Category F.—Below 2,500.

III. *Urban Refugee Camps.*

3. Detailed instructions regarding the running of these Camps will be issued separately. The general intention, however, is to organize these camps as self-running colonies of refugees. In the earlier stages food may have to be distributed on payment by Government but it is proposed to set up as early as possible proper ration shops run by private individuals with their own capital, to whom bulk supplies will be made by Government.

4. These Camps will be divided into 3 categories as follows:—

(*i*) R. A.—Holding more than 20,000.
(*ii*) R. B.—Holding 10,000 to 20,000.
(*iii*) R. C.—Holding 10,000 or less.

The Annexure gives the scales of equipment, etc., for these camps.

IV. *Transit Camps.*

5. A Transit Camp will have to handle refugees in two ways, firstly in regard to reception and despatch and secondly feeding and other services during stay in the Camp. The general intention is that a Transit Camp should be designed to handle an average daily inflow and outflow. Shelter and holding capacity of the camp should be three times the daily inflow. When the holding capacity is less the outflow must be quicker and the movement staff increased. The categories below are based on the average daily movement but if in any case the holding capacity is less than three days intake the Commandant should move the Director for additional staff.

6. Transit Camps are to be of the following categories:—

(*i*) T. A.—Average arrivals from 2,000 to 3,000 per day.
(*ii*) T. B.—Average arrivals between 1,000 and 2,000 per day.
(*iii*) T. C.—Average arrivals between 500 and 1,000 per day.
(*iv*) T. D.—Average arrivals less than 500 per day.

7. Each Transit Camp will have staff not only to deal with the refugees while at the camps but will also have number of Welfare Officers attached to it. A Welfare Officer is to travel with each train leaving the Transit Camp for a further destination. The Welfare Officer is to look after the refugees on the way and hand them over at the destination after which he must immediately return to his headquarters.

8. As regards staff for the various Camps, the question of reorganization is being considered separately and requisite orders in respect of each camp will be issued separately.

9. In some case the reception and onward movement will be undertaken by Reception Units, without the establishment of a Transit Camp, e.g., at Bombay docks. Special sanction will be accorded to the staff for each Reception Unit.

V. *General.*

10. The Director, Relief and Rehabilitation should make his proposals for the classification of each camp or reception unit under his control in accordance with the above classifications. Government will then declare a Camp to fall within any particular category. A copy of these orders will be endorsed to the Accounts and Audit authorities concerned as also to the Food, Medical and Public Works Department Organisations. Declaration of a Camp belonging to a particular category will automatically operate as sanction for the equipment as given in the annexure to this Circular. It is also proposed to define powers and functions of Camp Commandants with reference to the category to which his camp belongs.

11. Whenever a new camp is to be established the Director, Relief and Rehabilitation, should have a survey made to ascertain the probable capacity of the Camp. A proposal then should be made for declaration of the Camp in a particular category, which will operate as sanction both for the opening of the Camp as well as for the necessary staff and equipment.

12. Police will be furnished by the Commissioner of Police, Bombay, or the District Superintendent of Police concerned. Separate Camp Police will be necessary in certain circumstances. Orders regarding this will issue separately.

II-EQUIPMENT

ANNEXURE.

A. Furniture.

Serial No.	Articles.	Relief camps.					Urban Refugee camps.			Transit Camps.				Remarks.
		B	C	D	E	F	RA	RB	RC	TA	TB	TC	TD	
	A. Furniture.													
This should be borrowed as far as possible.	(*i*) Tables ..	16	11	7	7	3	5	4	4	16	8	7	7	
For balance of requirements hiring may be resorted to when even this is not possible the sanction of the Director of Relief and Rehabilitation to purchase of the furniture and rates of payment should be obtained.	(*ii*) Chairs ..	16	11	7	7	3	5	4	4	16	8	7	7	
	(*iii*) Sleeping Cots for camp staff.	21	16	10	8	4	8	6	6	26	14	10	10	
	(*iv*) Benches ..	2	2	1	1	1	2	1	1	3	2	1	1	
	(*v*) Almirah ..	2	1	1	1	1	2	1	1	2	2	1	1	
	(*vi*) Cash box ..	...	1	1	1	1	1	1	1	1	1	1	1	
2. A stock book for furniture showing separately articles (*a*) borrowed (*b*) hired (*c*) purchased, should be maintained.	..	1	1	1	1	1	1	1	1	1	1	1	1	
	B. Cooking Equipment.													
	Rupees in thousands: ..		21·51				..	·5	·3	5	4	2·5	1·6	Cooking Utencils. These will be required in respect of cooking to give hot meals to fresh arrivals. They would also be needed for Communal Kitchens. Cooking Utencils should be borrowed as far as possible. When this is not possible, these will be supplied by the Director or he may sanction local purchase by Camp Commandant. Those purchased will be the property of Government and are not be issued to refugees. All cooking equipment should be properly shown in the book under head (*a*) borrowed (*b*) purchase.

Serial No.	Articles.	Relief camps.					Urban Refugee camps.			Transit Camps.				Remarks.
		B	C	D	E	F	RA	RB	RC	TA	TB	TC	TD	
	C. Transport.													*Motor Lorries.*
(*i*)	Motor Trucks .. Numbers ..	2	1	1	1	1	...	...	...	3	3	2	1	These should be hired. No purchase of Motor Trucks should be made without the specific sanction of Government.
(*ii*)	Bicycles	2	2	2	2	1	2	2	1	2	2	2	1	*Cycles.* These may be hired and if not available on hire or if hire is un-economic purchased. Jeeps are being purchased by Government and supplied to Camps.
	D. Lighting Equipment for Unelectrified Camps.													*Lighting Equipment.*
(*i*)	Petromax Lamps if available on hire.	As required for use in Camp office and for public places. No petromax can be supplied to refugees.												Petromax-Lighting equipment is ment for office of the Camp Commandant and for the minimum necessary lighting in regard to public places of the Camps. Lighting equipment will not be issued to refugees for use on individual basis.
(*ii*)	Petromax lamps for purchase, if not available on hire.													
(*iii*)	Hurricane Lamps	There should be no general distribution of lamps to refugees, but where absolutely necessary one hurricane lamp per room or tent or hall may be loaned from camp stock.												
	E. Office Equipment and Stationery.													
(*i*)	Typewriters	3	3	3	2	2	...	...	...	2	2	2	2	

Administration Circular No. 2.

Subject :—Refugee Medical Relief.

1. The Direct responsibility for :—

(i) provision of medical facilities to refugees both in transit, relief and other camps,

(ii) adequate public health measures regarding sanitation, and prevention of disease and epidemics, and

(iii) the setting up of the necessary organisation rests with the Health and Local Government Department. The Relief and Rehabilitation Department have only a general responsibility with a view to co-ordination of medical relief with other types of relief.

2. The staff appointed by the Health and Local Government Department will be responsible for all medical and public health matters, including sanitation, clearance of latrines and sewage.

3. The Senior Medical Officer of each camp will be independently incharge of the medical services of the camp.

4. The Chief Medical Officer will similarly be incharge of medical arrangements in the camps. He will, however, be expected to work in the closest collaboration with the Director of Relief and Rehabilitation. Matters in respect of which there is any difference of opinion should be referred by the Chief Medical Officer to the Surgeon General with the Government of Bombay.

5. As soon as any Camp is proposed to be set up, the Chief Medical Officer should immediately be informed of that fact. The Chief Medical Officer will then depute an officer to advise on the lay-out of sanitary arrangements and other matters affecting public health. All construction work will of course be carried out by or under the orders of the Director of Relief and Rehabilitation. In regard to compliance with public health requirements the work should be done under the continuous advice of, and if possible, in the presence of an officer of the sanitation staff. In each camp the Senior Medical Officer will lay down rules and regulations relating to sanitary matters. These will be submitted to the Camp Commandant who may if he agrees promulgate them as part of the general camp rules and regulations.

6. There will be sanitary police in each Camp acting directly under the Senior Medical Officer of the Camp. Where due to smallness of the size of the camp there is no separate police, the Camp Commandant shall depute a part of the camp police, if any, to enforce sanitary regulations.

7. All matters relating to medical facilities, public health measures and sanitation should be referred by the Camp Commandant to the Senior Medical Officer. The Director of Relief and Rehabilitation should take up such matters with the Chief Medical Officer or in respect of matters requiring reference to higher authorities direct with the Surgeon General with the Government of Bombay. Only matters of policy or complaints of serious nature should be referred to Government.

8. Payment of construction will be made by the Director of Relief and Rehabilitation. Payments for other sanitary staff including sweepers and sanitary police will also be made by the Chief Medical Officer.

9. Reports regarding medical, public health and sanitary matters. These will normally be made by the Senior Medical Officer to the Chief Medical Officer and by the latter to the Director of Relief and Rehabilitation. Only in out-of-ordinary cases should such reports be made by the Camp Commandant to the Director of Relief and Rehabilitation and by the Director of Relief and Rehabilitation to Government. Daily figures of patients, deaths etc. should not be included in the daily situation report save in exceptional circumstances.

Administration Circular No. 3.

Subject :—Procurement of daily issue supplies.

Types of Supplies.

Supplies required by Camps will generally fall under the following four categories :—

(*i*) *Daily issue supplies.*—These include articles of food and other items which are to be issued to refugees on the basis of a daily scale of ration under instructions in force from time to time.

(*ii*) *Occasional issue supplies.*—These include articles to be issued to refugees on a basis other than a daily scale of ration.

(*iii*) *Equipment and general supplies.*—These include equipment required in camps and consumable stores required not for issue to refugees or for use directly by them, but for general camp service.

(*iv*) *Tentage and construction materials.*—Tentage is not now available except for purely tented camps or for exceptional purposes. Constructions material will be required for works carried out by or under the Public Works Department staff proposed to be appointed.

2. Instructions in this circular govern the procurement of daily issue items only. Separate tructions will be issued regarding the other categories of supplies.

II. *Food Articles.*

3. These at present include cereals normally wheat, atta or flour, rice, if available and maize, bajra or barley when other food grains are not available, dal (Urd, Moong, Arhar and Chana as available), sugar or gur and vegetable ghee or oil.

4. Rice and wheat atta will be supplied to Camps through the Civil Supplies Department. The Government of India will supplement the Provincial quota of these two commodities to the corresponding extent. As regards Dal, Gram and Vanaspati, these will be supplies to camps by the Government of India through their Storage Depot at the Wallace Flour Mills, Bombay.

5. The Ministry of Food, Government of India, will also appoint a Liaison Officer at Bombay to be in continuous touch with the Director of Relief and Rehabilitation with regard to food supplies to camps.

6. (*i*) The Camp Commandant will be responsible for the preparation of the indents for supplies. He will be held responsible for ensuring that only supplies needed are indented for and that the indent is prepared and sent in time to give between 10 to 15 days notice for the movement of supplies. The Camp Commandant will send the indents to the Director of Relief and Rehabilitation.

(*ii*) The Camp Commandant will furnish such periodical reports or returns to the Director of Relief and Rehabilitation as the latter may require with a view to get himself in touch with the position of stocks and the position of supplies at each camp.

(*iii*) The Director of Relief and Rehabilitation will generally scrutinize the indents to see whether they are reasonable and also to ensure that the necessary particular viz. location of the camp, railway station of destination, name of the Camp Commandant, the number of refugees in the Camp and other relevant particulars including the date when the camp is likely to receive the first batch of the refugees have been duly noted in the indents.

7. The responsibility for despatch of rice and atta lies with the Civil Supplies Department and however of Dal, Vanaspati with the Storage Depot, Bombay. Where reasonable notice of demand has not been given the Director of Relief and Rehabilitation will have to manage for the period required for movement by local purchase and rushing them under his own arrangement.

8. (*i*) In respect of all supplies received, the Camp Commandant should immediately have them checked to discover whether any shortage or damage in transit has taken place.

(*ii*) The Camp Commandant will receive instructions from the Director of Relief and Rehabilitation as to reports to be submitted and action to be taken in respect of any shortage or damage discovered in consignments reaching them. Further action in regard to the shortage or damage will be taken by the Director of Relief and Rehabilitation. The Camp Commandant will be accountable only for stores actually received by him, which will be duly entered in his stores account as net receipts.

(*iii*) As soon as any supplies arrive, intimation of receipt should immediately be wired to the Director of Relief and Rehabilitation so that the latter knows whether supplies have actually arrived or not.

(*iv*) Apart from intimation given in accordance with 8 (*iii*) above, the invoices from the Civil Supplies Department or the Supply Depot should be duly signed and filled in and returned to the Civil Supplies Department or Supply Depot without any delay. This is most essential to enable the Civil Supplies Department and the Supply Depot to manage account of quantities sent and received.

III. *Other Supplies from the Head Quarters.*

9. These will consist of sugar, soap, matches, tinned milk (for use in emergencies when fresh milk is not available) and other storable articles of daily issue under the orders in force. These articles will be procured by the Director of Relief and Rehabilitation.

IV. *Local Purchase.*

10. Each Camp Commandant will be given an imprest the amount of which will depend on the size of the Camp and the population therein. He is to procure the following articles by arrangements for local purchase :—

(*i*) *Vegetables at the scale prescribed.*—The price of vegetables purchased should be fixed on the basis of local prevailing market rate, in consultation with the Collector or other equivalent Civil Officers but in no case should exceed a maximum of Rs. 0–12–0 per seer. Where in any locality vegetables are not available substitutes may be issued provided the cost does not exceed Rs. 0–12–0 per seer.

(*ii*) *Fuel.*—This should be arranged in bulk in consultation with the Collector or other Civil Officers concerned. The supplies should be procured at local prevailing rates, which should be fixed with the assistance of the Collector or Civil Officers concerned. Where the local rates appear to be unduly high the sanction of the Director to the payment of these rates should be taken and the requirements stated to him with a view to enable him to make arrangements for supplies from elsewhere if that would be a cheaper course. Where firewood is not available substitute like "Cenders", etc. may be used with the prior sanction of the Director of Relief and Rehabilitation.

(*iii*) *Milk.*—This should be arranged at the prevailing local rates. Care should be taken to purchase only quantities actually required according to ration scale. For emergencies like rainy days when fresh milk is not available, condensed or tinned milk should be used for issue. For this purpose emergency stock of condensed or tinned milk will be arranged as far as practicable.

11. Proper receipts and vouchers should be obtained for payments made in respect of the above 3 articles obtained by local purchase. A weekly bill should be prepared for each week ending Sunday and the amounts recouped. A separate bill should be prepared for each of the above 3 items for each week.

12. In the normal course all items of daily issue except vegetables, fuel and fresh milk should be obtained on indents and local purchases are not necessary. In exceptional cases where supplies on indents have not commenced or have not arrived in time local purchase may be resorted to. In such cases local purchase may be made on rates certified by the Collector or other Civil Officers to be reasonable. As soon as a local purchase is proposed telegraphic intimation should be given to the Director of Relief and Rehabilitation stating reasons for the action proposed. Local purchases may then be carried out but subject to any instructions which may be received from the Director of Relief and Rehabilitation. Such exceptional local purchases should in no case exceed supplies required for a week. It must be carefully noted that payment for all exceptional local purchases of daily issue items other than vegetables, fuel and fresh milk are to be booked and recouped centrally by the office of the Director of Relief and Rehabilitation. In such cases the Camp Commandant may make payments on rates approved by the Collector. The vouchers will, however, be sent to the office of the Director of Relief and Rehabilitation who after having satisfied himself as to the necessity of the local purchases and as to the rates paid will draw the money by a fully vouched contingent bill. He will remit the money to the Camp Commandant in order to bring the latter's imprest to normal. The accounts for the purchases made, will, however, be kept in the Director's Office.

General.

13. From the moment daily issue items have been received from the Civil Supplies Department or the Storage Depots and have been taken over into the stores account of the Camp Commandant further distribution is entirely the responsibility of the Camp Commandant and his staff. The necessary instructions with regard to stores accounts, cash accounts, ration system and allied matters will be issued separately to Camp Commandant by the Director of Relief and Rehabilitation or his officers-in-charge of accounts or rationing.

ADMINISTRATIVE CIRCULAR

Subject.—Drawal of Funds and Financial Powers.

I. *Imprests to Camp Commandants.*

1. The Director of Relief and Rehabilitation will be sanctioned a large imprest. Out of this he is to advance an imprest to the Commandant of each camp against a receipt. The Director will also issue a certificate to the Camp Commandant stating what the cash imprest is. At the time of a change of Camp Commandant, the relieving officer will obtain

from the officer relieved the certificate stating what the imprest is and will call upon him to account for the imprest. The officer relieved will then obtain from the relieving officer a receipt stating that the latter has received the stated amount of the imprest and the certificate. The relieved officer will arrange to hand over his receipt to the Director of Relief and Rehabilitation in return for which the original receipt given by him to the Director will be cancelled.

2. The amounts of imprest sanctioned for Commandants of refugee in this Province is given in Administrative Circular No. 9. Where there is a branch of the Imperial Bank or a reliable local bank, the amount of the imprest may be kept in such bank. Cheques can be issued at the bank for money or payments as required.

3. Each Camp Commandant will use his imprest for purchase of the following :—

(*a*) Local purchase items of daily issue.

(*b*) Exceptional local purchase.

(*c*) Other items required for the camp within the limits of the financial powers delegated to him.

(*d*) Miscellaneous expenditure in the camp on sanctioned services

If he is in doubt whether any expenditure comes within the purview of sanctioned services, a reference should be made to the Director. The imprest is not to be used for payment of staff salaries, T. A. Bills, etc., except in respect of inferior staff and menials paid from contingency. Payment to all non-contingency staff must be made by drawing up bills or T. A. Bills on proper forms and in accordance with the rules.

4. For all expenditure incurred out of the imprest proper vouchers should be obtained with a duplicate copy of each voucher. The originals only will bear revenue stamps necessary

5. Recoupment of expenditure should be effected by means of fully vouched contingent bills carrying the originals of the vouchers. The contingent bills should be serially numbered and should be separately drawn for the different types of supplies as laid down in paragraph 1 of the Administration Circular No. 3.

6. The duplicate of each voucher should be kept in the camp to support the Camp accounts. Whenever the Director of Relief and Rehabilitation feels that the imprest for any particular camp is not sufficient, he should make proposals to fix an enhanced sum as the imprest for that camp. The enhanced imprest should, except in an emergency, only be given with the prior sanction of Government.

II. *Imprest with Director.*

7. The Director is responsible for recoupment in due course of the imprests given to Camp Commandants which form part of his own overall imprest. He is accountable for the entire amount of his imprest and must, therefore, take special care to see that imprests with Camp Commandants are properly utilised and fully recovered in due course.

8. The normal expenditure in camps will be incurred from the Camp Commandant's imprest and recouped by the Camp Commandant from the nearest treasury. Where, however, no arrangements can be made for a Camp Commandant to draw money from a sufficiently accessible treasury, arrangements should be made for the Camp Commandant to send originals of all his vouchers to the Director for recoupment at Headquarters, and remittance of the money to the Camp Commandant. In such cases, the accounts of the Camp should be kept in the camp, the Director's office only keeping a tally of the vouchers received, bills encashed and amounts remitted.

9. Expenditure in camps on the items given below is payable by the Director from the imprest in his own hands. This expenditure is to be recouped by the Directorate Headquarters by fully vouched bills drawn and encashed by him. The following expenditure is also to be accounted for by him :—

(*a*) Exceptional local purchases of daily issue items normally supplied by the Civil Supplies Department and the Storage Depot.

(*b*) Initial expenditure on construction of accommodation, installation of water supply, sanitary arrangements and electrical equipment subject to the powers delegated to him.

10. In addition to the above expenditure incurred by him for camps, all expenditure incurred by the Director's own office is to be initially spent from his imprest and recouped in the normal way.

11. The accounts for expenditure accountable by the Director, whether incurred at Headquarters or in camps, are to be kept centrally in the Director's office. These accounts should in no way be mixed up with the accounts kept by individual camps and expenditure therein.

III. *Financial Powers.*

12. The financial powers of various Administrators or Camp Commandants as the case may be for incurring expenditure otherwise than on daily issue items and on other sanctioned items of expenditure, are shown in the Annexure 1. All items of expenditure in excess of these powers must not be incurred without the prior sanction of the Director of Relief and Rehabilitation.

13. The financial powers of the Director of Relief and Rehabilitation are shown in Annexure 2. These powers could be exercised as far as feasible in consultation with the Accountant General, Bombay. It is intended that the Accountant General should disallow any expenditure proposed by the Director under financial powers given to him in Annexure 3. It is open, however, for the Accountant General in his capacity to bring any exceptional items of expenditure to the notice of Government.

14. In regard to any items of expenditure exceeding the financial powers of the Director of Relief and Rehabilitation prior sanction of Government should be taken.

IV. *Head of Account.*

15. All expenditure incurred by Director of Relief and Rehabilitation, Administrators, Camp Commandants, is debitable to the head "57-Miscellaneous—Expenditure on Refugees."

ANNEXURE 1.

Item.	
1. Local purchase of vegetables, fuel and fresh milk and in emergencies, purchase of other daily issue articles.	As laid down in Administration Circular No. 3.
2. Purchase of consumable stores for use in camp (but not for issue to refugees) services and general contingencies.	(*i*) For services not specially sanctioned :— Up to a monthly amount equal to one twentieth of sanctioned imprest. Sanction should be obtained if expenditure is continuous and not occasional. (*ii*) For sanctioned services :— As required provided scales laid down are not exceeded.
Purchase of service stamps ...	Without limit, subject to Rs. 500 at a time and subject to maintenance of proper accounts

ANNEXURE 2.

Financial Powers of Director of Relief and Re...

Office equipment, stationery, bicycles, office contingencies, furniture and service stamps and purchase of construction materials for the camps.	Powers to make purchases up to Rs. 500 only, subject to the proviso that he should report to Government the purchases made by him forthwith and provided further that the purchases should be within the scales sanctioned in Administration Circular No. 1 and that they are made through the Superintendent, Government Printing and Stationery or through any institution receiving Government grant.
Local purchase of daily issue items for Camps if supplies not received from the Storage Depot.	Full powers subject to issues in Camps not exceeding the sanctioned scales and subject to rates being certified as reasonable by :— (1) Collector or other Civil Officer in case of purchases not exceeding Rs. 20,000 in any case. (2) Food Controller in case of purchases exceeding Rs. 20,000.
Local purchase of occasional issue items for Camps.	Up to Rs. 20,000 in any one case. Each case to be reported to Government with full particulars of reasons for purchases, quantities, names of supplies specification and rates.

4. Construction works	(*i*) Normally water supply, electric equipment, repairs, maintenance, roads and new construction will be the responsibility of the Public Works Department.
	(*ii*) The Director of Relief and Rehabilitation may sanction installation of water supply at any camp at a cost not exceeding an amount equivalent to half the imprest sanctioned for the Commandant of the camp or up to Rs. 20,000 whichever is less provided the works are carried out through the Public Works Department.
	(*iii*) The Director of Relief and Rehabilitation may also sanction repairs, partition work and other work relating to making the accommodation inhabitable and the roads usable within the same amount and subject to same conditions as mentioned in (*ii*) above.
	(*iv*) To augment accommodation at any camp by means of indigenous huts or similar construction the Director of Relief and Rehabilitation may sanction under instructions up to the amount mentioned in (*ii*) above provided the works are carried out through the Public Works Department.
	(*v*) The Director of Relief and Rehabilitation may incur expenditure on (*i*), (*ii*), (*iii*) and (*iv*) above up to Rs. 500 only if the works are to be carried out through a private agency.

ADMINISTRATION CIRCULAR No. 5.

Subject.—Procedure for the payment of bills for pay and allowances and contingent expenditure of the staff of the refugee camps under the Director of Relief and Rehabilitation.

To facilitate the accounting procedure and to avoid delays in payment, it has been decided to locate in each camp Accountants-cum-Internal (Privacy) Auditors to audit the cash and store accounts of the camps and also to conduct a preliminary check of all the bills of camp commandants. The bills, after the certificate of preliminary check, will be encashed at the nearest treasury authorised for the purpose. No bills will be payable by any treasury or any other paymaster unless it bears the certificate of check by the Auditor.

2. In addition to the Camp Accountant, the accounts of the camps will ordinarily be inspected by a Gazetted Accounts Officer once a month in the case of big camps, once in two months in the case of medium camps and once a quarter in the case of small camps. The bills which are initially checked by the Auditor stationed in the camps will be subjected to a complete audit in the office of the Accountant General, Bombay, on receipt of the paid vouchers.

3. Copies of all financial sanctions and other orders affecting a particular camp should always be endorsed to the Camp Accountant also.

4. All Camp Commandants will have to submit, well in time, all their bills to the Camp Accountant for preliminary check. After obtaining the check certificate the bills may be presented at the nearest local treasury for encashment.

5. The Camp Commandants will be responsible to see that bills are prepared by them in accordance with the prescribed rules and that proper accounts are maintained by them for all transactions including stores and money received by them.

ADMINISTRATION CIRCULAR No. 6.

Subject.—Accounting Procedure for Refugee Camps.

1. The Camp Commandants will be primarily responsible for the correct maintenance of proper accounts in the various camps in accordance with the procedure laid down below.

2. The Accountant attached to the Camp, in addition to his duties of maintaining accounts, will also work as an internal auditor for cash and stores transactions. He should be freely consulted by the Camp Commandant in all financial matters. All proposals for expenditure will be scrutinized by the Accountant before sanction. The Refugee Camps Accounts rules are embodied in Administration Circular No. 7.

3. If the Accountant feels that any transaction or other order affecting receipts and/or expenditure is such as is likely to be challenged by the Accounts Officer, it is his duty to bring it to the notice of the Camp Commandant and obtain orders. If he feels that the decision of the Camp Commandant should be brought to the notice of the Director of Relief and Rehabilitation he should prepare a note of the case for the Camp Commandant who will send the note to the Director of Relief and Rehabilitation with his comments and reasons for his decision. Action will not be stopped meanwhile, but will be taken according to the orders of the Camp Commandant.

4. A concurrent Audit staff will be posted by the Accountant General, Bombay, to each camp, which will undertake a preliminary check of all bills and claims etc., before payment. No bill should be presented for payment unless it bears an enfacement of check by the concurrent auditor. Full advantage should be taken of the audit staff and their assistance freely sought whenever necessary.

5. Accountant General, Bombay, will be responsible for concurrent audit of cash and stores accounts maintained by the Camp Commandant. In addition he will arrange for periodical inspection of camps accounts by a gazetted officer.

6. The Camp Commandant will furnish to the Director of Relief and Rehabilitation concerned a monthly statement of expenditure in the following form which will be forwarded by the 3rd of each month :—

Feeding charges

Clothing charges

Medical and Hospital Equipment.

Establishment charges :—

(*i*) Pay of officers

(*ii*) Pay of Establishment

(*iii*) Other allowances and Honoraria

(*iv*) Travelling Allowance

(*v*) Contingencies.

Transport charges :—

Accommodation

Miscellaneous

Total

Total up to the previous report

Total up to date.

Camp Commandant.

liture by way of railway credit notes should be shown separately.

The Director of Relief and Rehabilitation will consolidate returns from all camps and after adding expenditure incurred by him send a consolidated statement to Government by the 10th. Government in the Relief and Rehabilitation Department will compile a consolidated statement including expenditure at Headquarters and send it to the Government of India by 20th of each month. A separate statement should accompany each return giving further details of transport charges under the following heads :—

(*i*) Hire of vehicles.

(*ii*) Vehicles purchased.

(*iii*) Cost of Petrol.

(*iv*) Cost of Mobile Oil.

(*v*) Cost of Repairs.

(*vi*) Pay of drivers.

(*vii*) Other expenditure.

8. The expenditure incurred in the camps should be classified under "57—Miscellaneous—Expenditure on Refugees" as detailed in Annexure "A". All vouchers should be prominently

marked "Relief and Rehabilitation" in red ink. This would help in allocations and compiling the expenditure to the correct head.

9. The Accounts of expenditure on pay, travelling allowances of establishment and contingencies, etc., will be kept in accordance with the ordinary procedure applicable to a civil office.

10. The following forms of accounts are prescribed :—

(*i*) *Form No.* 1—"*Block Register of Refugees*".—Each refugee camp should ordinarily be divided into convenient blocks of about 1,000 persons each. For each such block there should be a record of the refugees in the block.

A daily report showing the number of refugees in every block should be prepared in the following form and on the register itself—first thing every morning. A copy of the report of each register should be taken and signed by the supply officer who will consolidate figures of all blocks and submit to the Camp Commandant. The Camp Commandant will sign the consolidated statement.

Daily Report of Refugees.

Block.	Adults.	Childre (under 12 y	Infants (under 2 years).

Date.

Last day's balance.

Admitted this day.

Total.....

Less discharged due to departure or other causes.

No. in block.....

(*ii*) *Form No.* 2—"*Requisition for Ration*".—The refugees are entitled to free rations which will be issued according to the scales prescribed by the Ministry of Relief and Rehabilitation, Government of India. The Supply Officer will prepare this for each block in duplicate by carbon process on the basis of figures in this register in form No. 1—Block Register of refugees—and draw rations from the stores accordingly giving the carbon copy to the Stores clerk. The Supply Officer will also maintain a stock register of Rations in Form 4 whether there is centralized cooking or otherwise and will return any savings of rations due to absentees, sickness, etc., to the Store either by short drawal in the next requisition for rations or by an actual surrender.

(*iii*) *Form No.* 3—"*Ration Card*".—If cooking is not centralized and each family cooks its own food, each head of family will be supplied with a ration card in this form. Ration Card will be printed in two colours. Red colour will be used for ration cards for which payment is to be made and white cards will be used for free rations. If any discrepancy is found as a result of any check of the number of members of the family, the necessary correction will be made in the ration card and ration will be issued next day on the basis of the correct figures.

(*iv*) *Form No.* 3*A*—*Detailed Account of daily issue of Rations.*—If food is cooked separately by each family ration will be issued on the basis of the ration card (form No. 3). Issues will be recorded in Form No. 3-A. Separate Registers will be kept for Rations for which payment is to be made and for free issues. The total of the daily issues will be accounted for in the stock register of rations maintained in form No. 4 referred to in sub-paragraph (*v*) below.

(*v*) *Form No.* 4—*Stock Register of Rations.*—Will be maintained by the Supply Officer for each block. The Supply Officer should also maintain general stock ledger in form No. 5 to record further details of articles such as various kinds of pulses etc.

(*vi*) *Form No.* 5—*General Stock Ledger.*—All articles of Stock for which no specific registers are prescribed in these rules will be accounted for in this ledger. A suitable index should be prepared at the beginning of the ledger.

(*vii*) *Form No.* 6—*Register of Returnable Clothings and Utensils issued.*—The record of returnable clothing and utensils, if any, issued to the refugees should be maintained in this register. Camp Commandant's orders should be obtained in writing if the clothing and/or utensils issued are not to be taken back, before a refugee is allowed to leave the camp. The main stock account of the receipt, issue and balance of these articles will, however, be kept in the general stock ledger—Form 5.

(*viii*) *Form No.* 6-*A.*—*Register of non-returnable clothing.*—The clothing will be issued in accordance with the orders of Relief and Rehabilitation Department issued from time to time with the approval of the Finance Department. The record of such issues will be kept in this form. The total of daily issues will be carried to the respective pages set

part for each kind of clothing in Form No. 5. The Supply Officer should check the egister daily and the Camp Commandant every week and sign the register in token of heck.

(*ix*) *Form No. 7—Register of Furniture, Fixture and fittings.*—All furniture, fixtures nd fittings in camp as well as those left by the evacuees should be accounted for in this register, a separate page being assigned to each kind of article.

(*x*) *Forms No.* 8 *and* 9.—The main stock account of petrol, mobile oil and grease will be kept in form No. 8 but the working account of each lorry/truck attached to the camp or used by any other officer will be kept in form No. 9.

(*xi*) *Form No.* 10—*Cash Book.*—An account of all cash transactions should be kept in T. R. 4.

(*xii*) *Form No.* 11—*Register of Contingent Charges.*—The expenditure incurred out of imprest should be recorded in a contingent register under suitable heads.

(*xiii*) *Form No.* 12—*Register of Bills.*—A record of bills as soon as they are received by the Camp Commandant should be kept in this register and further progress watched through it.

(*xiv*) *Form No.* 13—*Arrival and departure register of refugees for Transit Camps.*—In case of transit camps this form will replace form No. 1.

11. The Camp Commandant should check up the population of some of the blocks every day to ensure that the block registers are properly maintained and show the correct position. He should record the result of his check in the block register in question.

Every fortnight there should be a complete enumeration of the entire camp and the Camp Accountant should be associated with this check. The result should be recorded in a register which should be put up to the Director of Relief and Rehabilitation and the Inspecting Audit Officer whenever they visit the Camp.

12. There should be a physical verification of all articles of stock, food, clothing etc., once a month. It should be carried out by the Camp Commandant and the Accountant jointly and the result recorded on the flyleaf of the register in question.

ADMINISTRATION CIRCULAR No. 7.

Subject :—Audit of accounts of refugee camps.

Government is pleased to direct that the following procedure for keeping accounts and auditing them should be followed in the relief camps with immediate effect.

2. The present concurrent auditors should hereafter function as camp accounts-*cum*-internal (primary) auditors. In consequence thereof, Government is pleased to discontinue the posts of the present accountants in the Camps.

3. The accounts should be kept in accordance with the "Refugee Camps Accounts Rules" which are appended as an accompaniment to this Resolution. The accounts maintained will be subject to the Accountant General's audit parties who will carry out the audit of the different camp accounts periodically.

4. The appointments of the Accounts-*cum*-Internal (Primary) Auditors that may be sanctioned by Government should be made by the Accountant General, Bombay.

Though this staff will be borne on the Camp Establishment, it will remain under the administrative control of the Accountant General, Bombay, with regard to the grant of increments, leave, transfers, promotions, etc.

5. The Accountant General, Bombay, should be requested to approach the Auditor General for sanction to the above arrangements.

REFUGEE CAMPS ACCOUNTS RULES.

(A)—*General.*

1. The Camp Commandant shall be held responsible for keeping appropriate but complete accounts of all receipts and expenditure including assets, liabilities, advances, loans, etc. as well as stores. To assist him in the discharge of his responsibilities the Accountant General will post to each Camp a Camp Accountant who will have number of assistants as may be sanctioned by Government.

2. The primary functions of the Camp Accountant will be as follows :—

(*a*) To compile accounts in accordance with the rules or specific orders of Government and from the data furnished to him ;

(*b*) As Primary Auditor, to apply necessary checks to the initial accounts, bills, receipts, etc., and also to report on the admissibility of leave and other matters affecting the establishment of the Camp ;

(*c*) To advise the Commandant in all matters relating to the accounts and budget and to the operation of the Financial Rules generally.

3. The Camp Accountant will also advise the Commandant on the financial aspects of all proposals of expenditure and to keep a watch over liabilities against the Camp, and to see that Government rules and orders in force in respect of all transactions of the Camp are duly observed. If any sanction, order, or monetary transaction affecting receipts or disbursements of the Camp is open to objection, it shall be the duty of the Camp Accountant to bring it to notice forthwith and to obtain necessary orders for regularising it.

4. All books of accounts and registers shall be maintained in English and in both registers with machine-numbered pages and unless otherwise specifically authorised accounts shall not be prepared on loose sheets or in loosely bound volumes.

5. Any corrections or alterations in accounts shall be made in red ink (a single line being drawn through the original entry which it is desired to correct) and attested by the dated initials of the Camp Commandant. Erasures and overwritings shall on no account be made in registers, statements, receipts, vouchers or accounts of any description.

6. All money transactions to which any officer or servant of the Camp in his official capacity is a party shall immediately and without any reservation be brought to account in the books of the Camp and all moneys received, other than moneys withdrawn from the Treasury to meet current expenditure, shall without delay be paid in full into the Treasury and shall be credited to the appropriate account head and shall not be utilised to meet current expenditure.

7. The accounts of the Camp shall ordinarily be audited under the orders of the Accountant General at such intervals as he may consider necessary. The Commandant shall be responsible that all accounts and other connected reports are made available for this audit.

Receipts and payments of money

8. All cash transactions on behalf of the Camp shall be entered in the prescribed Cash Book as they occur and classified under the appropriate heads of account. All moneys received for credit to Government shall be acknowledged on a receipt in the prescribed form under the signatures of the Camp Accountant or the Camp Commandant or, in the absence of the latter, any other officer authorised by Government. Before signing a receipt it shall be the duty of the officer signing the receipt to see that the money received has been duly recorded in the Cash Book and in token of this check, each entry in the Cash Book shall be attested by him.

9. All moneys received for credit to Government shall as far as possible be paid into the Treasury the same day. No portion of the daily receipts shall remain unpaid at the end of the next working day except under the written orders of the Camp Commandant. The moneys sent to the Treasury shall be accompanied by a Treasury Challan (the prescribed form) *in duplicate*, one copy shall be received back duly signed as a receipt to serve as a voucher for the remittance and filed separately.

10. Private cash shall under no circumstances be mixed with the Government moneys which shall be kept in strong iron safe having two locks the keys of which shall be with the Commandant and the Accountant, respectively.

11. Money drawn from the Treasury on account of pay, travelling allowance and contingent bills and disbursements made therefrom shall be entered in the Cash Book on the day on which the transaction takes place and as far as possible in the order of occurrence of each transaction. At the end of each day the Cash Book shall be closed and balanced; the balance being verified with the actual cash in hand and a certificate to this effect being recorded over the signatures of the Camp Accountant and the Camp Commandant.

(C)—*Arrivals and departures of Refugees.*

12. On receipt of daily reports showing the number of refugees arriving or departing from each of the blocks into which a Camp is divided, the Block Register of Refugees shall be posted, each entry being attested by the Camp Commandant. The Block Register of Refugees should show all particulars of all refugees including children and servants, e.g. name, age, last address, etc. and the dates of arrival in the Camp and departure therefrom. No Ration Card shall be issued unless an entry has been made in this Block Register and an application in the prescribed form after supply of rations has been received from the head of the family concerned duly verified by the Supply Officer. A reference to the number of Ration Card thus issued will be entered in the Block Register duly attested by the Camp Accountant. The Camp Commandant shall exercise suitable checks to ensure that entries in the Block Register are being properly made and are at all times complete and properly maintained. He should record the result of this check in the Block Register in question.

13. To distinguish refugees entitled to free rations from those not so entitled who draw food stuffs on ration cards on payment, both the forms of applications for supply of rations and those of Ration Cards shall be printed in different colours and a column shall be provided in the Block Register to indicate the category to which a Ration Card holder belongs. No changes from one class to the other of these ration card holders shall be made unless the card previously issued has been obtained and duly cancelled over the signature of the Camp Commandant and a proper note has been recorded in the Block Register over his initials. The Camp Commandant will be responsible for seeing that free rations are not allowed to undeserving cases or for more than ten days, pending enquiry in any case.

14. When a refugee wants to leave the Camp and take up residence elsewhere he should fill in the date of departure in the Block Register and surrender the Ration Cards issued to him which shall be duly cancelled over the signature of the Camp Commandant and a clear note to that effect made in the Block Register under his date initials.

(D)—*Accounts of Stores.*

15. All furniture, fixtures and fittings obtained for general use in a Camp as well as any articles of this kind left by the refugees shall be accounted for in the Register of Dead Stock which will among other things have a column to show a reference to the bill or voucher on which the cost of the articles has been paid. All other stores obtained for stock or use of the refugee will be accounted for in he Registers of Stock Received and stock Issued which will have appropriate columns

for the different kinds of stores. The entries in these registers will be passed on "Daily Sheets of Stores Received" and "Daily Sheets of Stores Issued" which will be prepared by carbon process by the Store Keepers or Shop Assistants concerned and transmitted to the Camp Accountant with the supporting documents.

16. The "Daily Sheets of Stores Received" will clearly indicate whether the stores have been purchased locally or are obtained on indents from other Departments or Government so that the payment or adjustment of the cost of stores may be watched through a Register of Liabilities. Similarly the "Daily Sheets of Stores Issued" will clearly give particulars of the persons from whom the cost is recoverable. The Camp Accountant will be responsible to see that not only are the daily totals of these sheets taken to the Stock Ledger but also the amounts of stores of which the cost is recoverable are entered in a classified Personal Ledger Account to watch the recovery of amounts.

17. The Camp Commandant shall arrange for a physical verification of all articles of stock, food, clothing, etc., once a month. This verification should be recorded on the Fly Lead of the Stock Ledger and immediate steps taken to investigate any discrepancies between the actual balance and the book balance and where necessary the sanction of competent authority for their adjustment should be obtained without delay.

(E)—*Establishments.*

18. In order to facilitate the check of pay bills and to ensure that no fixed charge is paid twice over, an Establishment Check Register shall be maintained in which separate folios will be allotted for different sections or sub-sections into which the establishment is divided. Every fresh appointment, abolition of an appointment or revision of establishment shall be entered in this Register as soon as it is sanctioned together with the particulars of the order containing the sanction. If an appointment is a temporary one, the period for which the post is sanctioned shall be specified in the register.

19. Sanction to and payment of recurring charges, e.g. rents of buildings, telephone rents, pay of contingent staff, etc., shall also be recorded in a suitable check register to watch that the payments are regularly made and not made twice over.

20. As a check on travelling allowance bills of officers and servants of the Camp a Travelling Allowance Check Register shall also be maintained in which all travelling allowance bills shall be recorded when presented for payment for countersignature.

(F)—*Miscellaneous.*

21. A Stock Register of articles of stationery, forms or any other consumable articles obtained for the use of the Camp shall be maintained in which every transaction shall be entered as occasion arises. At the close of each month the entries in the register shall be checked by the official nominated for the purpose with the actual article in stock.

22. If any buildings or other property are let out on rent a suitable Register of Rents with appropriate columns will be maintained to watch prompt recovery of the Government dues.

23. No accounts, records shall be destroyed unless specific approval has been obtained before hand of the Accountant General.

24. Accounts matters not covered by the prescribed rules or orders and any cases of difficulty or doubt arising in the actual operation of these rules and orders shall be referred by the Camp Commandant to Government who will consult the Accountant General where necessary.

25. Where no special forms have been prescribed in these rules or other orders issued by the competent authority, the forms prescribed for the Public Works Department of the Bombay Government may be used with such minor modifications be considered necessary.

Signed)

Examiner, Outside Audit.

ADMINISTRATION CIRCULAR No. 8.

Subject :—Reorganisation of Rationing Staff in Refugee Camps.

The attention of the Administrator, Kalyan Camp, and Commandants of other Refugee Camps is invited to Government Circular No. R. 120, dated the

17th July 1948, and they are informed that so far as the distribution of free rations to indigent refugees is concerned, it is proposed to reorganise the rationing system in all the camps as shown below :—

(1) Five ration shops should be opened for every 20,000 people of which 2 will be fair price shops and 3 will be free ration shops. The staff at each free ration shop should consist of 1 store-keeper, 1 clerk and 3 coolies or measurers. For every 8 shops in the camp there will be an Inspector.

(2) Rationing staff will be appointed in each camp. This staff will be required

(*i*) Acceptance of application forms ;

(*ii*) Writing of cards ;

(*iii*) Periodical verification whether the free ration card holders have secured employment or otherwise become self-supporting ; and

(*iv*) Checking of cards and writing off lost and defaced cards.

(3) There will be a godown staff for each camp, consisting of one Senior/Junior Godown-keeper, stitchers and labourers. In addition, for all the camps together there will be one Food Grains Inspector, with technical knowledge of the working of the godowns and for determining the age, infestation, dust percentage, etc., of the bags and to keep general supervision of all storage in the various camps.

2. The following forms should be maintained by ration shops in camps :—

(*i*) Sales Register.

(*ii*) Register of registered ration card holders.

(*iii*) Grain Indent form.

(*iv*) Daily balance report.

(*v*) Monthly statement showing the number of ration cards registered cancelled.

(*vi*) Monthly return of issues.

The Sales Register should show the quantities of rice, atta, dals, Vanaspati, gram and other articles issued against each card.

The Register of ration card holders who are allotted to a particular ration shop should be maintained and this should contain the serial numbers of ration cards of adults and children allotted to it.

The Grain Indent form should be filled in by the Store-keeper of the ration shop and the indent which should be for a week should be sent to the Godown-keeper who would supply the necessary articles to the ration shops.

The Daily Balance Report should be submitted by the Store-keeper of the ration shop at the end of every day to the Godown-keeper.

3. The Godown-keeper should maintain the following forms :—

(*i*) *Godown Receipt Register.*—The Register will show the total quantity in godown of all articles.

(*ii*) *Despatch Notes.*—These should show the quantities of food grains and other articles issued to ration shops.

In addition, the Godown-keeper should consolidate the daily balance reports received from the ration shops, and submit a daily stock position statement to the Administrator for information.

4. The categories of rationing staff, staff for free ration shops and staff for the godown which will be appointed in camps and the duties assigned to them are shown in the attached statement.

5. A list showing the staff proposed to be appointed for each camp is attached. The Administrator, Kalyan Refugee Camp, and other Camp Commandants are requested to reorganise the rationing and supply staff on the above basis provided new staff is appointed.

d/-

Accounts Officer,
Directorate of Rehabilitation,

Copy forwarded compliments to:-

(1) The Examiner, Outside Audit Department, Bombay.
(2) The Collector of Kolhapur, Kolhapur
(3) -- ....

(i) Rationing Staff.

Personnel.	Duty assigned.
Rationing Officer (for Kalyan Camp only).	He will be in sole charge of the entire rationing system in the Kalyan Camp.
Chief Inspector (for Kalyan Camp only).	He will supervise the work of the Deputy Chief Inspector and the Inspectors.
Deputy Chief Inspector. } Inspectors ... }	Making inquiries into the applications received for free ration cards, periodical verification whether the free ration card holders have secured employment or otherwise become self-supporting, etc.
Assistant Superintendent (for Kalyan Camp only).	He will supervise the work of clerks in the Rationing Office.
Clerks ...	Acceptance of registration forms, writing of new cards, checking of cards and writing off lost and defaced cards, etc.
	(ii) Free Ration Shops.
Store-keeper ...	He will be in general charge of the Government Grain Shop. His duties will consist of scrutinising the ration cards of the card holders presented at the time of the drawal of the rations and preparing the slips showing the articles required by the card holders. He will also be responsible for seeing that the shop is adequately stocked with food grains, and for this purpose he will submit indents of his requirements based on the consumption of every week to the Senior/Junior Godown-keeper
Clerk ...	His duty will be to see that the quantities are correctly served to the customers, and to prepare a daily balance report and send it to the Senior/Junior Godown-keeper.
Coolies or measurers ...	They will do the labourer's work of removing bags from the trucks to the shop and of measuring or weighing the food grains demanded by the card holders.
Inspector of Government Grain Shops (for Kalyan Camp only).	There will be one Inspector for every 8 shops. He will supervise the shops and visit them every day or at least every alternate day.
	(iii) Staff for the Godown.
Senior Godown-keeper (for Kalyan Camp only).	They will be in charge of the godown of food grains at the Camp. They will receive a daily balance report from each ration shop at the end of the day and submit a consolidated return to the Administrator the next morning, showing the balance at each shop and in the godown. It will be his responsibility to see that sufficient stock of all articles is maintained in the godown.
Stitchers ...	Stitching the gunny bags of food grains, etc.
Labourers ...	Shifting the food grains, cleansing the godown, catching, etc.
Food Grains Inspector (for all the Camps in the Province).	He will be a man with technical knowledge of the working of the godown and for determining the age, infestation, dust, percentage, etc., of the bags and to keep general supervision of all storage in the various camps. He should work directly under the Supply Officer.

ADMINISTRATION CIRCULAR No. 9.

Subject :—Imprest—placing the amount of — at the disposal of Refugee Officer, Bombay, and the Camp Commandants.

No.R/Accts/6/20-1248/
Directorate of Rehabilitation,
Government of Bombay,
Fort, Bombay 1. 23rd January, 1952.

To
The Secretary to the Government of Bombay,
Rehabilitation Department.
BOMBAY

Subt Failure to conduct the daily check up of camp population and fortnightly enumeration of the entire camp - Condonation of -

Ref. Para II of Administrative Cir. No. 6 appended to Govt. Resolution, Rehabilitatio Department No. R. 179, dt. 10th Dec. 1948.

The above quoted orders required that the Commandents (now Officers-Incharge) should check up the population of some of the blocks consisting of about 1000 persons every day and conduct complete enumeration every fortnight. The ~~remarks of the~~ ~~Accountant~~ of the entire camp in association with the Camp Accountant ~~...~~ fortnight. The result of the enumeration in each case is required to be recorded in a register for the perusal of the Director of Rehabilitation and the Audit. Experience in all the camps and Colonies shows that this requirement could not be fulfilled anywhere and almost all the audit reports include an observation on this omission. Obviously the Camp Commandents or their limited staff who had to face so many complex situations peculiar to this organisation could not conduct this job which in itself requires wholetime establishment. In the initial stages the unprecendented an uncertain influx of refugees every day and the chaotic situation then prevailing made it well-nigh impossible to observe the requirement in question. Thereafter the staff in the camps had to concentrate on problems of accommodating the displaced persons, giving them rations and problems connected therewith. Thereafter introduction of system of doles in cash in place of ration in kind kept them busy. After switching off the activities from relief to rehabilitation, the work of obtaining declaration and classification of the population between destitutes and non-destitutes and their dispersal to different townships for permanent resettlement and grant of rehabilitation benefits etc., had to be taken on hand.

2. In view of the foregoing, it would be seen that the omission on the part of the camp authorities in conducting daily and fortnightly enumerations was due to the circumstances beyond their control. It is, therefore, recommended that Government sanction for condoning the failure on the part of the Camp Commandants/Officers Incharge etc., in not observing these requirement may kindly be accorded to settle the audit observation which is common to almost all the audit reports on the accounts of the displaced persons Colonies in the State. Further as the doles at present are paid to the displaced persons after individual verification in each case and a separate cash doles register is maintained for the purpose, the periodical check of the entire population in the colony, which even now cannot be conducted by the Officers incharge, colonies due to the minimum staff that they have, serves no useful purpose and it is recommended the Government may be moved to dispense with this procedure hereafter.

Letter.

No. 117/Misc./R of 1949
Office of Surgeon General
With the Government of Bombay.
Bombay 31st January 1949.

To,

1. The Director of Relief and Rehabilitation, Bombay.

2. The Director of Public Health for the Government of Bombay, Poona.

Subject:- Medical and Public Health arrangements in the refugee camps in Bombay Province.

Ref:- Government Resolution, R. & R.D. No. R. 179 dated 10/12/48

In accordance with the Government orders contained in Admn. Cir. No. 2 accompanying the Government Resolution quoted above. The Medical and public health arrangements at the refugee camps are under the control of the Health and Local Govt. Department. The arrangements to be made are as follows:-

1. The Senior Medical Officer of each Camp will be independently in charge of the medical and sanitary services of the camp. He will lay down rules and regulations relating to the sanitary matters.

2. The Chief Medical Officer will similarly be in charge of Medical and sanitary arrangements in the camps.

3. Payment for sanitary staff including sweepers and sanitary police will be made by the Chief Medical Officer.

2. As the circumstances today exist, the sanitary supervision has been entrusted to the Camp Commandants of the camps (vide this office Circular memo. No. 117/Misc./R dated 29/9/1948 copy enclosed) and that the ~~sanitary~~ sanitary staff is borne on the establishment under the control of the Medical Officer I/C of the camp.

3. Though the Medical officers have not been freed of their responsibility of sanitary supervision, the Camp Commandants are at present guided by the Medical Officer in the matter of sanitary supervision.

4. I am of the opinion that the Medical Officers of the Camp Commandant and dispensaries have really no tie for this type of administrative work and if as laid down in the administration Cir.No. 2. quoted above, the Medical Officers are entirely made responsible for sanitary administration of the camp, it will certainly hamper the medical work. I also think that there is no need to employ special Health Officers at the camps as the staff of sanitary Inspectors can manage the work under the supervision by the Camp Commandants and the Public Health Department staff at the time of their occasional visits.

5. The revised arrangements now suggested are therefore as follows:-

1. Medical Officer ~~is~~ to have full control over the hospital staff only.

2. The sanitary staff should be under the direct control of the Camp Commandant who is responsible for the sanitation and this staff should be borne on his establishment for pay, leave etc.

3. The Medical Officer should go round the camp and point out any defects which will be got rectified by the Camp Commandant through the sanitary staff. The Medical Officer will only advise the Camp Com-

in keeping the camps clear (vide para 6 of the S.G.'s letter dt. 31.1.49 to the D.P.H. copy at page 7 ante). The D.P.H. however strongly opposed this view on the gen grounds that the responsibility for the day to day sanitation in the Refugee camps which should be taken by the local authorities on the spot cannot beentrusted to the Distt. Health staff the se head-quarters are far away and whose jurisdiction extends throughout the Distt. and whose primary functions are for safeguarding the health of the people in rural areas. The stand taken by the D.P.H. seems to be quite justified. He had, however, no objection to the other modifications suggested by the S.G. regarding the placing of the sanitary staff under the orders of the Camp Commandants and the Senior Medical Officers advising them on sanitary matters. The Director had also informed the S.G. that he would have no objection if the Distt.Dirs. of Public Health and Distt. Health Officers were asked to inspect the camps periodically and furnish their inspection reports regarding the sanitary matters at the Camps and that in case of threatened or actual outbreak of epidemics in any of the camps the Distt. Health staff would render alll Possible help, but he would not agree to the whole responsibility for supervising the sanitary work in the camps being taken away from the S.M.Os and thrown on the Distt.Health Officers. On considering the objections raised by the D.P.H., the S.G. seems to have dropped the idea referred to in para 6 of his letter, dt. 31/1/49 to the D.P.H. and agreed to the suggestion of the Director viz. that the Distt. Health officers and the Asstt. Directors of Public Health in whose jurisdiction the camps are situated should visit the camps occasionally and submit their reports to the Camp Commandants and the S.G. (vide item A of No. 1(b) in column 2 of the accompanying statement). There is, therefore, no suggestion of the S.G. to which the D.P.H. can now have any objection The Dir. of Relief and Rehabilitation has already agreed to the S.G.'s proposals (vide his letter to the S.G. dated 7/9-3-49, copy at page 9 ante) before, however, the R. & R.D. is requested to modify the instructions contained in the Admn. Circular No. 2 accompanying G.R., R. & R.D. No. R. 179, dated the 10th December 1948 as suggested by the S.G., the

manuant ~~through the sanitary staff~~ to see that the recommendations of the Medical Officer are carried out. The Medical Officer should submit this report to the Camp Commandant and a copy to the chief Medical Officer.

4. Chief Medical Officer will inspect the camp at the time of his visit and will submit his reportregarding sanitation of the Camp.

6. The District Health Officers of the districts where the camps are situated will be the proper authority for advise or suggestion or taking any immediate action when any Epidemic is threatening, he has got the staff which he can despatch in an emergency. The District Health Officer could be able to advise as regard number of sanitary staff required for each Camp and necessary materials used such as D.D.T., Phenyle etc. in keeping the camp clean.

7. I have to request you to kindly see whether the above arrangement is considered convenient from your point of view and inform this office accordingly. On receipt of your reply, a proposal will be submitted to Government for amending the administration circular No. 2, quoted above.

Sd/- M.D. Mandhle.
Chief Medical Officer I/C
Refugee Camps.

HEALTH & LOCAL GOVT. DEPTT.
'B' Branch.

According to the orders issued in the Admn. Circular No. 2 accompanying G.O., R. & R.D.No., R. 170, dated 10.12.48, the Senior Medical officer of each refugee camps is in charge of and wholly responsible for both the medical and sanitary staff though it actually works and is under the control of the Camp Commandant, is paid for and is borne on the establishment of the Chief Medical officer. The S.C. has now represented that the existing arrangements in this respect create confusion and are unsatisfactory from the administrative point of view. Besides it is not possible for the Medical Officers to pay full attention to the sanitary arrangements of the camps in addition to their duties in connection with the medical relief work. He has, therefore, suggested some modifications in the existing arrangements with a view to relieving to some extent the Medical Officers from their responsibilities in respect of the sanitary services by throwing some additional burden on the Camp Commandants and Officers of the Public Health Department and Officers of the Public Health Deptt. and enabling them to concentrate more on the medical relief work.

2. A statement giving an idea regarding the existing arrangements and the revised arrangements as proposed by the S.C. is attached at page 15 post. Before making a reference to Govt on this respect the S.C. had suggested to the D.HH. THAT THE Distt. Health Officer of the Distt. where the camps are situated should be the proper authority for advice or suggestions or taking any immediate action when any epidemic threatens the health of the camps as he has got trained staff of epidemic Medical Officers and other sanitary staff which he can despatch in an emergency. The H.H.O. would be able to advise as regards number of sanitary staff required for each camp and necessary materials used such as D.D.T., Phenyle etc.

the D.F.H. may see U.O. for remarks if any.

ID/-

(through 'D' Branch).

to the revised arrangements proposed by S.G., which contemplate the transfer of administrative control of the sanitary staff from the Medical Officers, to the camp commandant and also to show this staff under the camp commandants on their establishments and debit the expenditure accordingly affectthe divisional of financial responsibilit between the central and the Provincial Govt. in respect of the maintenance of this relief camps Please look up the appropriate latest orders and note further on this aspect of the case.

Id/-

Resubmitted.

2. The staff pertaining to sanitary arrangements will be transferred to the control of the commandants from the control of the X C.M.O. This means that for expenditure incurred on this staff the commdant and the Director H.H. will be responsible and not the Surgeon General. This new arrangements effects the existing system of control and as such the C. & G. will have to be apprised about it. The S. & R.D. may perhaps be requested to consider this question That Deptt. may offer remarks on this point.

3. A note on the financial assistance to Provinces by the Central Government is put up for information.

Id/-

Existing Sanitary arrangements as sanctioned in the Adm. Cir. No. 2 accompanying C.H., H.C.R.R.O. No.F. 170, dt. 10.12.40	Revised Arrangements as proposed by the Surgeon General.

1.

(a) The Central Medical Organ-

f each camp will be independently
n charge of the sanitary services
f the camp (vide item No. 2 in the
dmn. Cir. No. 2.)

b) All matters relating to public
health and sanitation of the camp
should be referred by the camp
commandant to the S.M.O.(vide item
No. 7 in the Admn. Cir. No. 2)

2)a) There will be sanitary police
in each camp acting directly under

Officer of each camp will
be independently in charge
of the Camp only, i.e. he will
have ful control over the staff
employed at the hospital and dis-
pensaries in the camp only.
b) The camp commandant in each
camp will be directly responsibl
for maintaining proper sanitation
of the camp. The S.M.O. should go
round the camp and submit reports
about the sanitary conditions of th
camp and their recommendations to t
camp commandant who should arrange
to carry out the recommendations
through the sanitary staff under him.
The S.M.O. should submit his report
to the C.C. and a copy to the Chief
M.O. The Chief M.O. should inspect t
camps at the time of his visit and
forward copies of his reports regar
sanitation of the camps to the
camp commandants concerned and
the Dir. of Relief and rehabilitation.
Similarly the D.H.Os. and the Asstt
Asstt. Dirs. of public health in
whose jurisdiction the camps
are situated should visit the camps
occasionally and submit their
reports to the camp commandants
concerned and the Surgeon Genera.

hese papers have been referred to this Deptt. on tow points:-

(i) Concurrence to the revised arrangements proposed in regard to sanitary staff, the result of which will be that the sanitary staff as distinct from the medical staff will henceforth be under the control of the Camp Commandant and not the Medical fficer in charg of the camps, and

(ii) Whether the revised arrangements proposed will have any effect on the allocation of expenditure between this Govt. and the Govt. of India. The following remarks are offered on point (i) and (ii).

1. As regards point (i), please see the statement on page 15 ante which indicates the existing arrangements and the revised arrangements now proposed. It is apparent that the Dir. of Rehabilitation has agreed to these arrangements. Vide his letter No. RR.181/A, dated the 7/8th march 1949 to the surgeon General. The revised arrangements now proposed are mainly on the ground that it is not possible for the medical officers in the camps to look after the sanitary arrangements in addition to their own duties. It is submitted that this argument is not quite convincing. It is not clear in what way it inter -feres with the normal duties of the Medical Officer in charge of the camps. The existing arrangements were first adopted by theGovt. of India and this Govt. has followed the same practise In their admn. Circular No. 4 (see para 6 thereof) the Govt. of India had alreadv laid down that the Senior Medical Officer of each Camp will be independently in charge of the medical and sanitary services of the camp. For purposes of administrati -ion. only he and the staff for m a part of the camp staff and are subject to the general control of the Camp Commandant These arrangements were approved of by the Govt. of India apparently after careful consideration and experience

in camps in other provinces and it is not proper to make a departure in this Province only. On merits also, there is no justification for absolving the medical officers of the responsibility for sanitary arrangements which in turn means that the sanitary services will also be under their control. The Medical and sanitary services in relief camps form an indivisable whole and both are inter-dependent and it is desirable that a single officer should be responsible for both. It follows thatthe Medical Officer of the camp who is an officer on the spot should be in charge of both and any arrangement by which control over sanitary arrangements ~~by which control~~ only is to be entrusted either to the Dir. of Public Health or for that matter the C.C. is highly undesirable from all points of view. It must be remembered that C.C.s are non-technical men and they will be able to supervise the sani ary arrangements properly. It is not clear on what grounds the D. of R, agreed to the revised arrangements proposed by the SUrgeon Genl. In any case he may first see these papers u.o. with a request to sta e if he agrees with the views expressed above in view of the position now explained.

2. In case the revised arrangements are accepted finally, they will have no effect on the allocation of expenditure between this Govt. and the Govt. of India as that Govt. has accepted liability for expendi ure on medical and sanitary staff in camps vide item (iv) in para 1. of the Govt. of India, Ministry of Finance, letter No. D.4461/FR/48, dated the 14th Dec. 1948.

3. These papers may first be referred u.o. to the D. of R. as proposed with a request to treat them as very urgent.

Id/-

(Through Branch).

I agree with para 1 of the o.u. In my opinion, the Medical Officer of a Camp is the proper authority to be in charge of the sanitary arrangements at the Camp. Camp Commandants are laymen and making them responsible for the sanitary arrangements at the camps is neither feasible nor fair.

Id/-

H.&L.G. Department

Submitted with reference to the office note at. 29/6/49.

The RH.D. has confirmed the presumption that if the revised arrangements as proposed by the Surgeon General are accepted, they will have no effect whatever on the allocation of expenditure between the provincial and the Central Govt. That department has also accepted the proposals of the Surgeon General. Before, therefore, the H.H.D. is reques ed to modify the instructions contained in the Admn. Cir No.2 accompanying G.R.R.&.R.D.No.H 179, dt. 10/12/48, the D.P.H. may see u.o. very urgently for remarks, if any, as proposed at 'B' on page 13 ante. The R.H.D. WILL then be requested to accept the transfer of there papers for issuing the necessary orders.

Id/-

u.o.r. to D.P.H. DT. 30/7/49.

....

Below the U.O.R. from Government in the Health and Local Government Deptt; dated the 30th July 1949. (Km File No.5893/38-15831-D.)

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Public Health Department

Returned.

I have no further remarks to offer.

Id/-

For Director, Public Health.

U.O.R. No. 294-21830/B of 1949

Poona 1, 11th August 1949.

H. & L.G. Department.

Submitted with reference to the office note dt. 29-2-49.

2. The D.P.H. having seen, these papers may be transferred to the H.H.D. after u.o.r. to that Department.

Id/-

U.O.R. to the R.H.D. dt. 22/8/49.

On further scrutiny of the S.G.'s proposals contained in his letter on page 1-3 ante, which have since been accepted, it has become apparent that the adoption of these proposals would necessitatefurther amendments in the rules mentioned in the Admn. Cir. No. 2 accompanying G.R.,E. & R.D., No. R-179, arrangements proposed by the S.G. is that the medical staff should beabsolved of the responsibility of supervising sanitary arrangements and of controlling the sanitary staff at the relief camps. The following observations are made in this conection.

Rules 1 and 2. They may be retained.

Rules 3 and 4 They may be amended as in the draft orders pu up.

Rule 5. Under this rule, the Chief Medical Officer is required to depute an officer to advise to on thelay-out of sanita arrangements and other matters affecting public health. It seem necy. that the C. M.O. should continue, even under the new arrangements, to depute an officer to advise in this respect. The occassions for tendering such advise will be few and far between. H.& L.G.D. may be requested u.o. to gree to this propos

In regard to compliance with the public health requi rements, the work may be got done under the advice of the Public Health Authorities. Rules and regulations relating to sanitary matters must have already been laid down. Nevertheless, the C.C will henceforth look after this work.

Rule 6 Instead of the SH.O., the C.C. will now be in cha of the sanitary police in each camp.

Rule 7. the rule 1(b) ~~enumerated~~ enumerated by H. &L.G.D. in the statement on page 15 ante will replace this rule.

Rule 8 The payments for sanitary staff including sweepe and sanitary police will now be made by the C.C. and not by the C.H.O.

Rule 9 It does not seem necy. to make any amendments in this rule whi may be retained as it stands.

2. In view of the several amendments that would be required t

to be carried out, the Admn. Cir. No. 2 itself may be revised as per draft orders put up. The orders may issue after u.o.r. to H. & L.G.D. which may consult the S.G.? if necessary. H. & L.G.D. may please treat this as urgent.

Since the orders do not involve any financial effect, it does not seem necy. to show the pp. t: F.D.

Id/-
U.O.R. to H. & L.G.D. No. 9-179/30057-D, dt. 12/1/50.

H. & L.G.D.

Submitted with reference to the R.H.D. note dt. 12/1/50-

2. The S.G. may see the draft orders u.o. for remarks, if any, with reference to his letter.

Id/-

hs. 1/5/56.

PROPOSAL REVISED ADMINISTRATIVE CIRCULAR NO.1
vide draft G.R. (at slip 'C').

1. The direct responsibility for:-
i) Provision of Medical facilities to displaced persons both in transit, relief and other camps.

ii) Adequate public health measures regarding sanitation and prevention of deseases and epedemic and

iii) The setting up of the necessary organisation rests with the H.& L.G.D. The R.H.D. will have only a general responsibility with a view to coordinating medical relief with other types of relief.

2. The staff appointed by the H.& L.G.D. will be responsible for all medical and public health matters including sanitation, clearance of latrines and sewage.

3. The Senior Medic l officer of each camp will be independently in charge of the only the medical services of the camp i.e. he will have full control over the staff employed at the hospital and dispensaries in the camp only.

4. The C.M.O. will similarly be in charge of he medical arrangements in the camps. He will however be expected to work in the closest collaboration with the D.of R. Matters in respect of which there is any difference of opinion should be referred by the C.M.O. to the S.G. with the Govt of Bombay.

5. As soon as any camp is proposed to be setup the C.M.O. should immediately be informed of that fact. The C.M.O. will then depute an officer to advise on the lay out of sanitary arrangements and other matters affecting public health. All construction work will of course be carried out b y or under the orders of the D.O.R. In regard to compliance with public health requirements the work should be done under the continuous advice of the authorities of the Public Health Deptt.

MODIFICATION SUGGESTED.

1. The direct responsibility for:-
i) Provision of medical facilities to displaced persons both in Township and Colonies.

ii) Adequate public health measures regarding sanitation and prevention of diseases and epidemics and

iii) The setting up of the necessary organisation with the H.S.G. & P.H.D. The R.H.D. will have only a general responsibility with a view to coordinating medical relief with other types of relief.

2. The staff appointed by the L.S.G. & P.H.D. will be responsible for all medical and public health matters, including sanitation, clearance of latrines and sewage.

3. The Senior Medical Officer of each Township/Colony will be independently in charge of the medical and sanitary services of the Township/colony i.e. he will have full control over the medical and sanitary staff employed at the hospital and dispensaries in the township/colony only.

4. The C.M.O. will similarly be incharge of the medican and sanitary arrangements in the township/colonies. He will however be expected to work in the closest collaboration with the D.OF R. Matters in respect of which there is any difference of opinion should be referred by the C.M.O. to the S.G. with the Govt. of Bombay.

5. As soon as any township/colony is proposed to be set up the C.M.O. should be immediately informed of that fact. the C.M.O. will then depute an officer to advise on the layout of sanitary arrangements and other matters affecting public health. All construction work will of course be carried out by or under the orders of D.OF R. In regard to compliance with public health requirements, the work should be done under the continuous advice of the authorities of the public Health Depart. In each township colony the senior Medical officer will lay down in consultation with the officer I/C and the C.M.O. rules and regulations relating to sanitary matters.

nere will be sanitary police in each camp acting directly under the C.C.	6. Delete this clause as there are no sanitary police in any of the colonies or Townships now.
.The C.C.in each camp will be directly responsible for maintaining proper sanitation of the camp. The S.M.O.will go around the camp and submit the reports about the sanitary conditions of the camp and their recommendations to C.C.who should arrange to carry out the recommendations through the sanitary staff under him. The S.M.O. should submit his report to the C.C.and a copy thereof to the C.M.O. The C.M.O. should inspect the camps at the time of his visit and forward copies of his reports regarding sanitation of the camps to the C.Cs. concerned and the D. of R.	7. The S.M.O. in each township and colonies will be directly responsible for maintaining proper sanitation of the town/ship/colony. The officer I/C of the colony should go aroung the colony and send his report to the S.M.O.who should carry out the recommendations through the sanitary staff under him. The S.M.O.should submit his report about the action taken by him to the C.M.O. and a copy to the officer I/C. The C.M.O. should inspect the colony at the time of his visit and forward copies of his reports regarding sanitation of the colonies to the D. of R.
Similarly the Distt. Health Officer and the Astt.Director of Public Health in whose jurisdiction the camps are situated should visit the camps occassionly and submit the reports to the C.Cs. concerned and the S.G. Only matters of policy or complaints of serious nature should be referred to Govt.	Similarly the D.H.O.and the A.D.P.G.in whose jurisdiction the colonies are situated should visit the colonies occassionally and submit the reports to the S.M.O and officer I/C concerned and to the C.M.O. and the S.G. Only.matters ofpolicy or complaints of serious nature should be referred to Govt.
All Sanitary staff including sweepers and sanitary police should be under the direct control of the C.C. and should be borne on his establishment for purposes of appointment, pay leave disciplinary control, discharge etc.	8. All Sanitary staff including sweepers and sanitary police if any should be under the direct control of the S.M.O. and should be borne on his establishment for purposes ofappointment, pay, leave, disciplinary, control, discharge, etc. in consultation with C.M.O.
Reports regarding medical, public health and sanitary matters will normally be made by the S.M.O. to the C.M.O. and by the latter to the D. of R. Only in out of ordinary cases should such reports be made by the Officer in charge, Colonies, to the D.ofR. and by the D. of Rg. to Government.Daily figures of patients, deaths etc. should not be included in the daily situation reports save in exceptional circumstances.	9. (This should be retained).

on his establishments for purposes of apptt., pay, leave, disciplinary control, discharge, etc. The S.H.O. SHOULD if necessary, consult the C.M.O.in any of these matters.

8. Reports regarding medical, public health, and sanitary matters should normally be made by the S.H.O. to the C.H. AND by the latter to the Dir. of R&h. and the Collr. of the Distt. concerned. Only in out-of-ordinary cases should such reports be made by the Officer-in-charge township/Colony to the Dir. of Reh., and the Collr. of the Distt- and by the latter to Govt. Daily figures of patients, deaths etc. should not be included in the daily situation report save in exceptional circumstances.

By ordere etc.

o/c Sd/-
for secy. to the Govt. of Bombay R.H
RHD.

TO
The S.G. with the Govt. of Bombay,
The Dir. of Reh- Bombay,
All Collrs.,
The Dir. of Public Health, Poona,
The Chief Medical Offeer & i/c Displaced persons Colonies
The Administrator, Ulhasnagar Township,
All Officers-in-charge, D.Ps Colonies,
The Public Health Engigneer, to Govt.,
The Electrical Engr. to Govt.,
All Executive Engrs.,
All Superintending Engrs.,
The Chairman, Women's Section,
The Commr. of Police, Bombay,
The A.G., Bombay,
The L.S.G. & R.H.D.? (with no Stamp)
The F.D.,
All other Deptts, of the Secretariat;
All Other Heads of the Deptts. under the several Deptts. of the Secretariat.,
The Liaison Officer, Secretariat Bombay,
The Secy. to the Govt. of India, Ministry of Rehabilitation (By letter).

hs. 1/5/56

REHABILITATION DEPARTMENT.
'D' Br.

This is the second time that the Highcourt has returned this reference stating that the subject matter mentioned therein does concern it. On the last occasion it had been decided that no re-ferences should ordinarily be addressed to either the Registrar, High Court, or the Prothonotary and Senior Master, H.C. Bombay., unless it is intended that a specific reference should be addressed to those Officers.

The Head of T.B. will please note those instructions for future guidance and issue necessary direction to the Issue Clerks.

Sd/-

The despatcher has been instructed to send copies of G.R.s to the Registrar H.C. or the Prothonotary and Senior Master only when there is a forwarding letter in future. The Branches may also be requested to put up forwarding letter when they want to send copies to the above mentioned officers. I agree wt with Shri Parchure in fact, starting orders require that H.C. has always to be supplied (when necessary) with copies of Govt. orders by forwarding letters (whth are available as printed standard forms). In future, in absence of such forwarding letters in the file (to be put up by branch concerned), Des-patcher should not send copies to H.C.

All branches and Despatcher should see.

sd/-

hs. 1/5.

No. DA XVII/RFG/1244.
Bombay, June 16th 1952.

From

ACCOUNTANT GENERAL BOMBAY.

To

the Secretary to Govt.,
Rehabilitation Deptt.,
Bombay.

Sub:- Officers in the Rehabilitation Organisation delegation of powers etc. to ——

With reference to G.R.R.H.D. No. R. 179-D of 14-5-52 I am request to you to forward copies of the following orders in triplicate.

(a) G.R.R. & R.H.D. no. R. 179 dt. 10-12-48.
(b) G.R.R. H.D. No. 12-179-D. dt. 5-4-50.
(c) Any other order under which further modification have been issued by Govt., so that a complete record of all the financial powers can be maintained.

As regards para 3 and 7 of the Govt. orders it is presumed that the Senior Medical Officers in charge of the colony hospitals will exercise full control over the sanitary and medical staff as far as the administration of the hospitals is concerned. It is probably not the intention of the Govt. to delegate any financial power such as drawal of bills etc. to these officers as they are temporary non-gazetted officers. This may kindly be confirmed. It is presumed that a copy of this circular is being forwarded to this office through Finance Deptt. as usual.

Yours faithfully,

Sd/-

ASSTT. ACCTT GENERAL

HS. 1/5.

No. R. 170/27327-D,
RHD.
Bombay, 23rd August 1952.

Sub:- Officers in the rehabilitation organisation
Delegation of powers etc. to -

MEMORANDUM :

The undersigned presents compliments to the A.G., Bombay, and with reference to his letter No. DA XVII /RFC/1344,dt. the 16.6.52 on the above subject, is directed to forward herewith copies in triplicate of the orders of Govt. referred below;-

i) G.R.R.&R.D. No. R.170 dt. 10-12-48
ii) G.R.R.H.D. No. 12-170-D. dt. 5.6.50-
iii) G.R.R.H.D. No. R. 170-D, dt. the 14-5-52.

2. Presumption made by the A.G. that the Senior Medical Officers-in-charge of the colony hospitals will exercise full control over the sanitary and medical staff in the Colonies and that is it is not the intention of Govt. to delegate any financial powers to them, are confirmed. As regards the concluding presumption, it appears that the orders alluded to refer to G.R., R.H.D. No. R. 170-D, dt. the 14-5-52. If so, the presumption is correct.

By order of the Governor of Bombay,

Sd/-

for Secy. to Govt.
Rehabilitation Department.

The Joint Secretary to the Government of Bombay,
Rehabilitation Department, Secretariat,
BOMBAY.

NO. R/A/43/20. Bombay-1. 15th June 1950.

by

SUBJECT: DRAWAL OF BILLS/NON-GAZETTED CAMP COMMANDANTS.

Reference Government Resolution, Rehabilitation Department, No.R.179-D(II), dt. the 5th April 1950.

2. Government orders have been issued vide government Reso. Rehabilitation Department, No. R. 113-D, dt. the 15th July 1949 authorising only gazetted officers to draw bills for pay, allowances etc. A number of non-gazetted Camp Commandants of Relief camps were however drawing bills on their own signature prior to this period and Government were pleased as a special case, to approve of their action vide Government Resolution, Rehabilitation Department, No.R. 179-D(II) dt. the 5th April 50

3. Shri J.W. Bhatia, Camp Commandant Pimpri who is also a first class Magistrate, states that he could not send the bills in question to the Mamlatdar, Poona, for two reasons:

a) It was rather an awkward position for him to get the bills countersigned by a junior officer of the Mamlatdar's grade, when hehimself was exercising powers of a first class Magistrate.

b) It was not very convenient to go to the Mamlatdar's office every now and then. Shri Bhatia has however got thebills countersigned by the Collector of Poona with effect from 1st May 1950.

As the Collector of Poona is a higher authority than the Mamlatdar, it is presumed that there is no objection to hi countersigning the bills. This may please be confirmed.

4. For the intervening period from 15th July 1949 to 30th April 1950, Shri Bhatia had signed the bills himself without taking any countersignature from a higher authority. It is therefore requested that you will be so good as to move Government to regularise his action by according similar sanction as has already been done in the case of the other Camp Commandants vide Government Resolution, Rehabilitation Department, No. R 179-D(II) dated the 5th April 1950.

Sd/-

DIRECTOR OF REHABILITATION.
Government of Bombay.

hs. 1/5.

No. P/G.43.
Directorate of Rehabilitation,
Queen's Barracks, Cooperage,
Bombay -1. 22nd June 1950.

To,
The Camp Commandant, Pimpri Camp,
PIMPRI - Distt.Poona.

SUBJECT:- APPROVAL OF BILLS BY NON GAZETTED CAMP COMMANDANTS.

Reference Correspondence resting with your letter No. 447, dt. the 11th May 1950 on the subject mentioned above.

2. Your action in countersigning the bills yourself despite clear Government orders conveyed to you in Government Resolution, Rehabilitation Department No. R-113-D, dated the 15th July 1949 is irregular and the reasons given by you for doint this, are untenable. If you desired that an exception be made in your case, the proper course would have been to approach Government through this Directorate and seek their approval. Please state why this was not done.

SD/-
For DIRECTOR OF REHABILITATION
Government of Bombay.

Copy forwarded to the Rehabilitation Department with reference to Government unofficial reference No. R.179 II-23231-D, dt. the 20th June 1950. (returned herewith).

2. On hearing from the Camp Commandant, a further report would be sent to Government.

confidential

NO. R/G/43.
Directorate of Rehabilitation,
Queen's Barracks, Cooperage,
Bombay 1, 25th July, 1950.

To
Shri J.V.Bhatia, Camp Commandant, Pimpri Camp,
PIMPRI DIST. POONA.

SUBJECT : DRAWAL OF BILLS BY NON GAZETTED CAMP COMMANDANTS.

Reference correspondence resting wtith your letter No. ~~xxx~~, 61 DATED THE 4TH 1950 on the subject mentioned above.

2. The explanation offered in your above letter is evasive and unsatisfactory. You are, therefore, warned that in future non-compliance of any orders issued by Government or this Directora e without prior express permission being obtained in wrtting, will make you liable for disciplinary action to be taken against you.

Sd/-

DIRECTOR OF REHABILITATION
Government of Bombay,
No. R/G/43. Bombay-1. 25th July 1950.

Copy with a copy of the Camp Commandant's letter under reference forwarded with compliments to the Joint Secretary t the Government of Bombay, Rehabilitation Department, with reference to correspondence resting with this office endorsement of even number, dated the 22nd June 1950. In view of the Camp Commandant's explanation whose nature is indicated in the above warning and as taking up the matter further with him would serve no useful purpose, it is requested that necessary orders regularising the irregularity in question may kindly be issued at an early date.

d/-
DIRECTOR OF REHABILITATION,
Government of Bombay.

No. 2432/Rh/Misc./Ch. of 52.
Office of the Collector,
Bombay Suburban District,
Rehabilitation Branch,
Queen's Barracks, Cooperage,
Bombay 1, 18th Nov. 1952.

To,

The Accountant General,
Bombay.

SUBJECT:- contigent Bill for Rs. 6946-12-0 of the Officer-in-Charge, Chembur Colony.

Reference:- Your letter No. RA.17/Ref/3/4294 dated 28.9.52.

The Bill for Rs.24-5-0 for telephone charges has not been passed only on account of want of definite order declaring the Collector of Bombay as the Counter-signing Officer.

2- It may be mentioned that Government have already declared all the Collectors as Countersigning Officers under their Relief and Rehabilitation Department Resolution No. R. 179 dated 10th December 1949 and these orders have now been superseded. However, Government is being requested to issue specific orders in the matter.

Sd/-

Collector of Bombay,
Bombay Suburban District.

Copy with copy of the letter under reply forwarded with compliments to the Secretary to the Government of Bombay, Rehabilitation Department, Bombay.

2. The Accountant General, Bombay has not passed the contigent Bills of the Chembur Colony for want of orders declaring the Collector of Bombay as the Countersigning Officer. Specific orders may please be passed and communicated to the Accountant General, Bombay, direct to enable me to submit myb bills.

DSS. 1/5.

With reference to the orders issued in G.R., RHD No. R. 170-D, dated the 8th Decr. 1952, the A.G. pointed out specific ord ers declaring the Collrs., including the Collr. of Bombay and the Admr., Ulhasnagar, as controlling officers for all 'relief'expr. should have been issued with a view toenabling him to pass the contigent and t.a. bills preferred by the Collrs. and Admr., Ulhasnagar. After obtaining clarification on certain points, it has n ow been proposed on this Deptt. main papers No.R.179/-/0311-D to issue orders declaring the Collrs. of Districts including the Collr. of Bombay and the Admr., Ulhasnagar, as controlling officers for all relief expr. as well; the over all control over relief expr. being exercised by R.H.D. The requisite orders will issue on receipt of the papers from F.D. to which they have been referred also on 26-3-1953.

As the issue of the orders is likely to take some time, the Secy. is requested to kindly countersign the bills preferred by the Collr of Bombay at the places n marked in asterisk in blue pencil on the pages flagged in the bunch of papers put up. below.

Id/-

D.O. 3898/Reh/Misc./Gen./ of 1953.

Office of the Collector,
Bombay Suburban District,
Rehabilitation Branch,
Queen's Barracks, Cooperage
Bombay 1. 9th April 1953.

My dear Fernandez,

Accountant General, Bombay has not been passing the contigent Bills of the Rehabilitation Branche on the ground that G.R. declaring me to be the Countersigning Officer has not yet been accepted by him. Pending acceptance of the G.R. he has suggested that the bills may be countersigned by the Secretary to the Government of Bombay, Rehabilitation Department, Bombay. Needless to say referring the bills to the Secretary for counter-signature entail a delay and causes inconvenience for all concerned. In certain cases payment to displaced persons is delayed. I receive complaints from the displaced persons and to satisfy them becomes a difficult task. If the G.R. is not acceptable to the Accountant General on some technical ground, I see no reason why bills which are otherwise correct, should not be passed by the Accountant General in anticipation of Government's making necessary ~~amendment~~ amendments. I request that the Accountant General, Bombay may be asked to pass my contigent bills as otherwise the work is un-necessary hampered.

Yours sincerely,

Sd/-
(J.D.KAPADIA).

TO
Shri J.C.FERNANDEZ,
Assistant Secretary to the Govt. of Bombay,
Rehabilitation Department,
Bombay.

HS. 2/5.

No. DAXVII RPG.P.7285.

Bombay, 10.1. 53.

From

The Accountant General, Bombay.

To

The Collector of Bombay,
Rehabilitation Branch, Bombay.

Sub:- Contigent Bill for Rs. 6106/1/2/ T. No. 1403 dt. 20.12.52.
" " " Rs. 23/11/- " 1424 dt. 20.12.52.
" " " Rs. 4/12/- " 562 dt. 27-12.52.
" " " Rs. 11/4/- " 1375 dt. 20.12.52.

The above mentionedbills may please be taken back from the cash counter of this office on this surrendering the tokens as the orders of the Government issued in the Govt. Resolution Rehabilitation Department NI. R. 170-D dated the 3.12.52 have still not been accepted in audit.

The same may be resubmitted on receipt of a communication from this office accepting the G.R. in audit.

Please also state the authority under which the travelling allowance bill for Rs.4-12-0 has been classified as "C-Evacuation" when the pay of the person is classified as "D-Other attached and subordinate offices."

Please also point out the authority for claiming bus fare for the journey between Headquarters and Victoria Terminus in both the travelling allowance bills.

Sd/-

Assistant Accountant General.

HSS.2/5.

Immediate.

To

The Secretary to the Govt. of Bombay,
Rehabilitation Department,
Secretariat Annexe,
Mayo Road, Fort, Bombay 1.

No. A/E/Misc./717 Ulhasnagar Township 29th Nov. 1952.

Subject:- Powers of the Administrator-
Orders regarding the non investment of-

The post of Administrator, Ulhasnagar has been up-graded vide Government Resolution Rehabilitation Department No.R.152-D, Dated the 19th June 1952, but the orders investing him with the requisite powers have not been issued by Govt. as yet.

It is requested that the necessary orders investing the Administrator, with requisite powers in connection with the following may kindly be issued at an early date.

a) Sanction of loans.

b) Summary recoveries of loans under the Land Revenue etc.

c) Issue of Solvency certificates.

d) Exercise of powers under sec.7 of the Bombay Refugee Act 1948.

e) Appointment of establishment and powers of taking disciplinary action and hearing of appeals.

f) Local purchase of articles.

g) Postponement of recoveries of Govt. dues from displaced persons etc.

In the absence of the necessary orders regarding the above, much work is held up. It is therefore requested that very early action may please be taken in the matter.

Sd/-

ADMINISTRATOR.

to such non-gazetted posts in the Rehabilitation Organisation excluding the posts of officers-in-charge, as have a starting pay of Rs. 100/- or less. Delegation of further powers regarding apptt. is not considered necy. Powers regn to make apptn. imply powers to take disciplinary action and the A.G.,r. is competent to take disciplinary action against all the Govt. Servants (non-gazetted as there are no gazetted Govt. servants under the control of the Addr.) excluding officers-in-charge, who are drawing a pay of Rs. 100/- p.m. or less. The Addr. will, it seems, be competent to hear appeals from all such Govt. servants as categorised above.

f) Local purchase of articles.

It has been decided on the papers containing proceedings underlying G.O., D.P.O.No. R. 170-D, dated the 8-12-48 that it is not now necy. to delegate to the Addr. powers to make local purchase of articles.

g) Postponement of recoveries of Govt. dues from displaced persons.

The Addr. presumably refers to the recoveries of dues from d.p's who have been granted urban loans. A branch will please consider this point.

Id/- (Through A and B Branches).

As regarding (b) the papers have not yet been received back from D.O. that Deptt. is being expedited.

As regarding (c), since the Addl. has been declared as a Non Sanctioning Authority, the powers to grant postponement under the scheme of postponement of recovery of loans from displaced persons having verified claims of property left in West Pakistan, are automatically vested in the Addr. The Addr. however, presumably refers to recoveries other than those of loans. He may be asked to clarify.

Id/-

Rehabilitation Department.
D Branch.

Please see the letter dated 30/11/53 from the Adnr., Ulhasnagar. Some of the powers asked for by the Administrator have since been delegated to him, vide G.R., R.H.D.-D, dated the 8-12-53. The powe s referred to by the Administrator are however examined below:

a) Sanction of loans.

The Adnr. Ulhasnagar hasbeen declared as the sanctioning and the controlling officer for the purpose of advance and recovery of loans in the Thana District including the Ulhasnagar Township and the Dhiund and Ambar Colonies w.e.f. the date of upgrading the post of Adnr. to the status of a Collr. vide para 3 of R.H.D., No. R. 170-D dated 8-12-53.

b) Summary recoveries of loans under the Land Revenue Code

The question is already under consideration and the matter is under u.o.r. to R.D. 'A' Br. may please state the latest position.

c) Issue of solvency certificates.

In view of the orders issued in para 3 of G.R., R.H.D. No. R. 170-D dated the 8-12-5 , no further orders seems necy. this point.

d) Exercise of powers under Sec. 7 of the Bombay Refugee Act 1948 (Act XXII of 49)

Under order s issued in para 5 of G.R., R.H.D. No. R.170-D, dated the 8-12-53, the Adnr. has been delegated the powers to admit bonafide d.ps. in the Township in his jurisdiction. The request of the Adnr. for the grant of powers under section 7 of the Bombay Refugee Act, 1948 may please be considered by D Branch.

e) Apptt. of Estt. and powers of taking disciplinary action and hearing of appeals

Please see para 2 of G.R., R.H.D. No. R.170-D dated 8-12-53. The Adnr. has been delegated powers to make apptts.

To

The Administrator, Ulhasnagar.

No. R. 179/42110-D, Sett. etc. 8th Jan. 52.

Subject: Delegation of powers to the Administrator, Ulhasnagar.

Ref. Your letter No. A/L/ Misc. 717, dated the 29/11/1952, on the above subject.

2. Some of the powers asked for by you have since been delegated to you; vide G.R., R.H.D. , No. R. 179-D, dated the 8-12-52. Your proposal for the delegation of powers has been examined and the position with regard to the various powers is as follows:-

a) Sanction of loans.

Attention is invited to orders contained in para 8 of G.R., R.H.D., No. R. 179-D, dt. the 8-12-52.

b) Summary recoveries of loans under the Land Revenue Code.

The question is being considered by Govt. and the orders thereon will issue separately.

c) Issue of Solvency Certificates.

In view of the orders issued in para 8 of G.R., R.H.D. NO. R. 179-D, no separate orders seems necessary.

d) Exercise of powers under section 2 7 of the Bombay Refugees Act, 1948 (Act No. XVII of 48.)

In view of the High Court decision declaring Section 7 of the Bombay Refugees Act, 1948, as ultra vires of the State Legislature, the question of taking action under the relevant section of the said act does not arise.

e) Appointments of Establishment and powers of taking disciplinary action and hearing of appeals.

Under orders issued in para 2 of G.R., R.H.D., No. R. 179-D, dt. the 8-12-52, you have been delegated powers to make apptts. to such non-gazetted posts in the Rehab. Organisation excluding the posts of Officers-in-charge, as have a starting pay of Rs. 150/- p.m. or less. Powers to make apptts. imply powers to take disciplinary actio

against all the Govt. servants excluding the officers-in-charge who are drawing a pay of Rs. 150/- or less. The Admnr. is also competent to hear appeals from all such Govt. servants as stated above.

f) Local purchase of articles.

It is not considered necy. to delegate to the Admnr. powers to make local purchase of articles.

g) Postponement of recoveries of Govt. dues from d.ps.

The Admnr. has been declared as the authority for sanctioning loans. The powers to grant postponement of recovery of loans from displaced persons having verified claims of property left in WPst Pakistan may therefore be deemed to be automatically vested in Admnr. In case, however, the recoveries referred to in your letter under reference per cln to other than those of loans, the same may be clarified.

o/c

For Secretary to Government, R.H.D.

RSS. 2/5.

To,

The Secretary to the Govt. of Bombay,
Rehabilitation Department,
Secretariat Annexe,
Mayo Road, Fort, Bombay 1.

No. C/Admn./Powers/11. Ulhasnagar Township 14th Jan.53.

Subject:. Delegation of powers to the Administrator, Ulhasnagar.

Reference:. Govt. letter, Rehabilitation Department, No. R. 179/42/10-B, dt. the 6th Jan. 53, on the subject mentioned abo above.

2. Vide para 2(g) of Government letter under reference Govt. have desired to know whether besides the recoveries of loan there are other recoveries also for the postponement of which powers have to be invested in the Administrator. In this connection I may point out that tenements have been sold to displaced persons have applied for the postponement of recovery of these instalment. Since the tenements were sold by the Administrator, it is presumed that the postponement of the recovery of instalments can also be granted by Administrator, My pr presumption may please be confirmed.

Sd/-
ADMINISTRATOR.

.....

2nd

Rehabilitation Department.
'D' Br.

There seems no objection to the presumption mt made by the Administrator Ulhasnagar, being confirmed.

The displaced persons are not to be given the concession of postponement in regard to the recovery of rent and convenience charges due from them.

Id/-

As unpaid instalments on account of the price of a house or a plot purchased from Govt. are included in the Govt. dues, the recovery of postponement of recovery of Govt. dues fromdisplaced persons

having verified claims in respect of their properties left in Paldeban, the Admnr.'s subject to the usual condition about his being prima facie satisfied that the party applying for postponement has a verified claim to his credit and that the amount of the instalment is less than one-tenth of the verified claims.

In G.I., RHD., No. R. 179/40110-D, dated the 8th Janry. 53 the Admnr. was informed that the question of summary recoveries of loans under the Land Revenue Code is being considered by Govt. and that the orders therein will issue separately. He was also informed in that ~~letter~~ letter that in view of the orders issued in para 6 of G.I., RHD., No. R. 179/D, dated the 8th Decr. 52 no separate orders regarding the issue of solvency certificates seemed necy. In this connection, it may be stated that orders have since been issued in G.I., R.D., No. 6707/51, dated the 13th Janry. 53, appointing the Admnr. as Asstt. and Supernumerary Asstt. to the Collr. of Thana for the purposes of exercising powers under the Land Revenue Code in respect of all matters connected with the rehabilitation of displaced persons in Thana District, and instructing the Colr. of Thana to delegate to the Admnr. all the powers under the Code hitherto exercised by him (the Collr.) in respect of all matters connected with the rehabilitation of displaced persons in Thana District. These matters include recovery of loans a all other ~~loans~~ arrears of this Deptt. and the issue of solvency certificates in connection with loans.)

We may ask the Collr. Thana t confirm this pd Id/-

It may be presumed that the Collr. has by now delegated the requisite powers to the Administrator in accordance with these orders. In the circumstances, no further action on the part of theGovt. seems called in the matter. It seems, however, necy. to authorise the Administrator, on the lines of G.R., R.H.D., No. R. 39/14468-A, dated the 2nd July, 51, to exercise all the rights, powers and remedies of the mortgagee (i.e. Govt.) in respect of all mortgage deeds executed by displaced persons under the Urban Rehabilitation Loan Scheme, as without this authority the Admnr. will not, for instan be in a position to enforce the security constituted by the mortgage

in the event of default. If approved, the necy. orders authorising the Admn. in this behalf will be issued separatel y.

LETTER.

To The Administrator,
Ulhasnagar.

No. R. 179/2210-D. Secty.,.etc.28Febry. 1953.

Subj:- Delegation of powers to the Administrator, Ulhasnagar.

Reference correspondence resting with your letter No.C/Adm/-/11, dated the 14th Janry. 53, on the above subject.

2. The presumption made by you that the postponement of the recovery of instalments due from the displaced persons who have been sold tenements in the Ulhasnagar Township on instalment basis can be made by you is confirmed, subject to the usual condition that you are satisfied that the party applying for postponement has a verified claim to his credit and that the amount of the instalment is less than one-tenth of the verified claim.

3. As per orders issued in G.R., R.D. No. 6797/51, dt. the 18th January. 53, you have been appointed as Astt. and Supernumerary Astt. to the Collr. of Thana for the purposes of exercising powers under the Land Revenue Code in respect of all matters connected with the rehabilitation of displaced persons in Thana District. The orders also direct the Collr. of Thana to delegate to the Admnr. all the power under the Land Revenue code hitherto exercised by him in respect of all matters connected with the rehabilitation of displaced persons in Thana District which inter alia include matters pertaining to the recovery of loans, all other arrears of rent and the issue of solvency certificates in connection with the grant of loans. It is presumed that the Collr. has by now delegated the requisite powers to you in pursuance of the orders referred to. The presumption may please be confirmed.

4. The question of issuing suitable orders to enable you to exercise the rights, powers and remedies of the mortgagee, i.e. Govt., in respect of all mortgage deeds executed

by displaced persons under the Urban Rehabilitation Loan Scheme is being considered by Govt. and the orders thereon will issue separately.

o/c Sd/-

Astt. Secy. to the Govt. of Bombay, HHD.